

# CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS

108th Meeting, Wednesday, September 5, 2007

CALL TO ORDER – The 108th meeting of the Camarillo Ranch Foundation Board of Directors was called to order by President Ted Rains on Wednesday, Sept. 5, 2007, at 6:30 p.m. in the Camarillo House, 201 Camarillo Ranch Rd., Camarillo, CA 93012.

PRESENT – Board Members – President Ted Rains, Vice President David Carlson, Secretary Gerry Olsen, Chuck Andrews, Ira Grooms, Art Goulet, John Hills, Bill Little, Frank Malabarba, Kiran Sahota, Bill Taylor, and Rose Wisuri. Others present: Docent President Carol Yung and Ranch Manager Kristen Richey-Herrera.

MINUTES – AUG. 1, 2007 REGULAR MEETING – By unanimous consent, the minutes of the regular meeting of Aug. 1, 2007, were approved as distributed.

## **FINANCIAL INFORMATION:**

TREASURER'S REPORT – Kristin Richey-Herrera distributed the Treasurer's Report, dated Aug. 31, 2007, with the following balances – Checking Account - \$22,005.72; Investment CD - \$184,095.61; Money Market - \$43,086.39; UBS Financial Services - \$8363.26; UBS Financial Services Endowment - \$11,333.62; and Petty Cash - \$500, for a total of \$270,284.60, down \$3135.47 since July 31, 2007.

FINANCIAL REPORT – Kristin Richey-Herrera presented the Income and Expense Statement for Sept. 4, 2007, showing \$81,101.51 in income and \$77,279.46 in expenses for slightly more than the first two months of the new fiscal year. The Board discussed the format and title of the report

NEXT MEETING – The Board members discussed the October regular Board meeting. By unanimous consent, it was agreed to hold the October regular Board meeting on Wednesday, Oct. 10, at 6:30 p.m. at the Camarillo House.

## **COMMENTS:**

BOARD PRESIDENT – Ted Rains reported staff is obtaining signed copies of the Operating Agreement with the City of Camarillo and the Camarillo Ranch Foundation Bylaws. Rains appointed a Operating Agreement Task Force of Bill Little, Gerry Olsen, Ira Grooms, and Art Goulet to review the Operating Agreement.

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BOARD MEMBERS – Frank Malabarba noted that a ring of mushrooms is growing in the lawn inside the circular driveway. Carol Yung reported the Ventura County Fair Exhibit, prepared by the Docents, is on display upstairs in the Camarillo House.

#### SPECIAL ORDER – ELECTION OF 2007-2008 OFFICERS

Following a report from the Nominating Committee, it was moved by Art Goulet, seconded, and unanimously approved that the following persons be elected as Board Officers for 2007-2008 – President Ted Rains, Vice President David Carlson, Secretary Gerry Olsen, and Treasurer Susana Reeder.

BOARD MEMBER COMMENT – Art Goulet asked that the concept of a letter from the Foundation Board to the City of Camarillo recommending reappointment of Board members be placed on the Oct. 10 Board agenda.

#### UNFINISHED BUSINESS:

HISTORY AND EDUCATION COMMITTEE ANNUAL GOALS – Frank Malabarba reported the History and Education Committee’s Goals for 2007 including increasing activities for the public and beginning preservation, documentation, and archiving of historic Ranch documents.

PLANS FOR OKTOBERFEST – Kristin Richey-Herrera reported on the following items for the first Oktoberfest Sunday, Sept. 30 – Plans for tickets sales by Board members, a latest flyer, that 20 cars had been registered to be on display, and that there will be 10 beer vendors and two other vendors. Richey-Herrera reported that next meeting of the Oktoberfest Committee will be Monday, Sept. 17, at 5:30 p.m.

TECHNICAL USAGE POLICY – Dave Carlson presented the proposed Foundation Technical Usage Policy, dated Sept. 5, 2007. Following discussion, it was moved by Gerry Olsen, seconded, and unanimously approved that the Technical Usage Policy be adopted as amended and that a corrected copy be given to Board members at the October Board meeting. The amendments adopted included: 1.02 – Striking the words, “Technology Committee” and inserting the words, “Board of Directors”; 3.01, No. 2 – Adding the following at the end of the first sentence, “and could lead to disciplinary action.”; 3.01, No. 2, Last sentence – Striking the word, “full”; 4.01, No. 1 – Adding at the end, “of the bill.”; 5.01 – Striking all from the words, from “Illegal activities,” through the word, “media.”; and 5.05 – Striking the word, “full.”

DESIGNATION OF PART OF HIGHWAY 101 AS THE ‘ADOLFO CAMARILLO MEMORIAL HIGHWAY’ – Art Goulet reported he had obtained copies of the acquisition maps for Highway 101 from Cal Trans.

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PROPOSAL FOR SIGN TO COMMEMORATE BURIAL OF CAMARILLO WHITE HORSES – Frank Malabarba reported he had met with Opus West officials regarding the burial site of some of the Camarillo White Horses east of the Camarillo Ranch. Following discussion, it was moved by Gerry Olsen, seconded, and approved on a 10-1 vote, with Art Goulet voting no, that the Foundation Operations Committee be authorized to handle the disposal of any remains of White Horses found during excavations of Opus West property and which become available to the Foundation.

LOS COMPADRES VOLUNTER BRUNCH – Kristin Richey-Herrera reported on plans for the annual Los Compadres Volunteer Brunch Sunday, Sept. 16, at the Ranch including Board member signups and other preparations.

PLANS FOR DONOR WALLS – Kiran Sahota presented proposals from the Recognition Committee for the design of the proposed Donor Wall, material to be used for the plaques and name plates, and location of the proposed Donor Wall. Following discussion, it was moved by Gerry Olsen, seconded, and unanimously approved that the Board approve the design of the Donor Wall, the location on the inside wall of the west side of the Stables, and that the category of “Charter Members” be eliminated. The Recognition Committee will prepare a proposed revision to the Recognition Committee’s proposal of Nov. 3, 2006, which was approved by the Board on Nov. 8, 2006.

#### **REPORTS:**

BARN COMMITTEE – Bill Little reported that plans have been approved by the City of Camarillo for rehabilitation of the Red Barn and that bids for the work are expected in November. Little said there would be no meeting of the Barn Committee until later this year.

COMMUNITY RELATIONS/MEMBERSHIP COMMITTEE – Art Goulet report on plans for engraving of bricks in the East Garden Wedding Walk. Following discussion, it was moved by Art Goulet, seconded, and unanimously approved that Board authorized further investigation of alternatives to insure a better, more saleable finished product (Wedding Walk bricks). It was then moved by Art Goulet, seconded, and unanimously approved that the Board approve the plans for public presentations to service clubs. Bill Little reported that the 2007 membership drive had netted about \$15,000 thus far.

DOCENTS COMMITTEE – Carol Yung reported on plans for a birthday party for Adolfo Camarillo on Oct. 28, on a field trip to Cal State University, Channel Islands Oct. 11, and other upcoming events.

CANDLELIGHT GALA –Kristin Richey-Herrera reported that Susan Andrews had agreed to be Gala Auction Items Chair, passed out a list of possible auction items, said the sponsorship packets are ready, and plans are on schedule. The next meeting of the Gala Committee is Wednesday, Sept. 19, at 8:30 a.m. at the Camarillo House.

GIFT SHOP – Rose Wisuri presented the Quarterly Financial Report for April, May and June.

GRANTS – Kristin Richey-Herrera report on progress in obtaining grants.

HISTORY AND EDUCATION COMMITTEE – Frank Malabarba reported on Chat Nights, the Calendar Project, and plans to develop a “Camarillo Ranch Visitors Guide.”

OPERATIONS COMMITTEE – John Hills reported on damage to the sprinkler system during the Jazz Festival. Following discussion, it was moved by Rose Wisuri and seconded that the Foundation buy and install a drinking fountain outside the ladies restroom of the Stables at a cost not to exceed \$500. It was then moved by Bill Little, seconded, and unanimously approved that the matter be postponed to the Oct. 3 Board meeting. Hills reported that the City of Camarillo has prepared a timeline for maintenance projects at the Camarillo Ranch and thanked the City for its cooperation.

SALARY STRUCTURE TASK FORCE – Ted Rains said he will call a meeting of the Salary Structure Task Force.

**ANNOUNCEMENTS:**

Gerry Olsen presented the production schedule for the winter issue of the Foundation newsletter. Art Goulet said there would not be a meeting of the Community Relations Committee in September.

ADJOURNMENT – There being no further business, the meeting was adjourned by Ted Rains at 9:02 p.m.

Gerry Olsen, Secretary  
Approved by CRF Board of Directors Oct. 3, 2007

9/6/2007