

CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS

111th Meeting, Wednesday, Jan. 9, 2008

CALL TO ORDER – The 111th meeting of the Camarillo Ranch Foundation Board of Directors was called to order by Vice President David Carlson on Wednesday, Jan. 9, 2008, at 6:31 p.m. in the Camarillo House, 201 Camarillo Ranch Rd., Camarillo, CA 93012.

PRESENT – Board Members – Vice President David Carlson, Secretary Gerry Olsen, Chuck Andrews, Bruce Fuhrman, Ira Grooms, Art Goulet, John Hills, Michael Lavenant (entered at 6:33 p.m.), Bill Little (left at 7:10 p.m.), Frank Malabarba, Kiran Sahota (entered at 6:33 p.m.), and Bill Taylor. Others present: Docent President Carol Yung, Ranch Manager Kristen Richey-Herrera, Joe Ortiz, Irma Luna Lopez, and Dr. Lydia Ledesma-Reese.

MINUTES OF NOV. 7, 2007, REGULAR MEETING – It was moved by Art Goulet, seconded, and unanimously approved that the minutes of the regular meeting of Nov. 7, 2007, be approved as corrected – Page 3, paragraphs one and five, changing the dates from “Jan. 7” to “Jan. 9”.

NEW BUSINESS:

PROPOSED POLICY ON RECRUITMENT OF PROSPECTIVE BOARD MEMBERS – Bill Little presented and reviewed the proposed “Policy Regarding Appointment to the CRF Board of Directors.” It was agreed, by unanimous consent to change the title to “Policy Regarding Recruitment of CRF Board of Directors” and to change the word, “appointment” to “recruitment” in first paragraph, line six. Following discussion, it was moved by Michael Lavenant, seconded, and approved on a 10-1 vote, with Art Goulet voting “no,” that proposed “Policy Regarding Recruitment of the CRF Board of Directors” be adopted as amended.

APPOINTMENT OF BOARD DEVELOPMENT COMMITTEE – Following action on the “Policy Regarding Recruitment of the CRF Board of Directors,” David Carlson announced the following appointments by Ted Rains to the newly-created Board Development Committee – Bill Little, Chuck Andrews, and Bruce Fuhrman.

FINANCIAL INFORMATION:

INCOME AND EXPENSES STATEMENT – Michael Lavenant reviewed the Income and Expenses Statement, dated Dec. 31, 2007, showing \$240,954.93 in income and \$227,942.82 in expenses for the first six months of the fiscal year. The report was filed. Lavenant reported Treasurer Susana Reeder will e-mail the updated Treasurer’s Report to Board members.

NEXT MEETING – The Board agreed, by unanimous consent, not to combine the Board Retreat of Saturday, Feb. 2, with the February Board meeting of Wednesday, Feb. 6. David Carlson reported the next regular Board meeting will be Wednesday, Feb. 6, at 6:30 p.m.

COMMENTS:

PUBLIC –

PROPOSED REBOZO FESTIVAL PARTNERSHIP – Joe Ortiz introduced Irma Luna Lopez and Dr. Lydia Ledesma-Reese. Lopez said the fourth Rebozo Festival will be held Sunday, May 18, from 11 a.m. to 2 p.m. and asked that the Board consider a partnership with the Rebozo Festival Committee by hosting the Festival at the Camarillo Ranch. Dr. Ledesma-Reese said the Committee is seeking Board approval of a waiver of fees. By unanimous consent, it was agreed to place the matter on the Feb. 6 Board agenda. Art Goulet asked that the staff provide the Board with a copy of any Board policy on the matter.

BOARD VICE PRESIDENT – David Carlson complimented the volunteers and staff for “a great gala” on Nov. 30.

BOARD MEMBERS – Bruce Fuhrman showed a copy of the Camarillo Acorn with a story on the Camarillo White Horses and said a video is available of the Camarillo Ranch Oktoberfest held Sept. 30. Michael Lavenant reported Huell Houser want to be invited to the 2008 Candlelight Gala. Gerry Olsen showed a copy of the 2008 Camarillo Business Directory with a picture of the Camarillo House on the cover.

UNFINISHED BUSINESS:

PROPOSED CRF SCHOLARSHIP PROGRAM – Art Goulet presented the revised proposed “Camarillo Ranch Foundation Scholarship Program,” “Scholarship Procedure,” and “Camarillo Ranch Foundation Scholarship Application.” By unanimous consent, it was agreed to change the word, “will” to “may” in the first paragraph, line one of the “Camarillo Ranch Foundation Scholarship Program.” Since Art Goulet moved approval of the scholarship program and it was seconded at the previous meeting before the matter was postponed to this meeting, the proposed Camarillo Ranch Foundation Scholarship

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Program, Scholarship Procedure, and CRF Scholarship Application were then approved, as amended, by unanimous vote.

DESIGNATION OF PORTION OF HIGHWAY 101 AS ‘ADOLFO CAMARILLO MEMORIAL HIGHWAY’ – Art Goulet reported he has received the first draft of a possible legislative resolution regarding designating a portion of Highway 101 as the Adolfo Camarillo Memorial Highway from the History and Education Committee and he will prepare the next draft. It was agreed that Bill Little will be asked to contact the appropriate legislator regarding handling of the resolution. Following discussion, it was moved by Gerry Olsen, seconded, and unanimously approved that the designation of “Adolfo Camarillo Memorial Highway,” for the portion of 101 from the top of the Conejo Grade to just west of the Union Pacific Railroad tracks, be used in the proposed legislative resolution. It was also unanimously agreed that the Board will consider the resolution at the Feb. 6 Board meeting.

ENGRAVING OF WEDDING WALK BRICKS – John Hills reported that he is working on obtaining a new engraver for the bricks in the Wedding Walk.

REPORT ON 2007 CANDLELIGHT GALA – Gerry Olsen presented a “Summary of the 2007 CRF Holiday Candlelight Gala,” dated Jan. 7, 2008. Kristin Richey-Herrera reported that income stands at \$73,654, expenses at about \$21,600, with a net “profit” of about \$52,000, up slightly from 2006. Olsen reviewed the “What Went Well” and “How We Can Improve for 2008” sections of the report. Board members added comments.

REPORT ON 2007 HOLIDAY SEASON AT CAMARILLO RANCH – Carol Yung reported on the December activities in the Camarillo House. Bruce Fuhrman reported the Camarillo Ranch had a car float in the Camarillo Christmas Parade. Board members discussed a possible float in the 2008 Camarillo Christmas Parade.

PLANS FOR 2008 BOARD RETREAT (Saturday, Feb. 2, from 8 a.m. to 12 noon at Santa Rosa Bank of America Branch) – By unanimous consent, it was agreed to send a copy of the CRF Strategic Plan to the Tom Kelley, facilitator for the 2008 Board Retreat, and to all Board members. Art Goulet and Kiran Sahota announced they would not be able to attend.

NEW BUSINESS:

PROPOSED RESERVE FUND POLICY – Michael Lavenant presented the proposed Reserve Fund Policy, dated Nov. 15, 2007. It was moved by Art Goulet, seconded, and unanimously approved to strike the sentence, “The CRF Board of Directors needs to authorize any disbursements from this fund,” and insert the following sentence, “No disbursements shall be made from this fund without the authorization of the CRF Board of Directors.” It was then moved by Chuck Andrews, seconded, and unanimously approved that the proposed policy Reserve Fund Policy, as amended, be adopted.

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REPORTS:

COMMUNITY RELATIONS/MEMBERSHIP COMMITTEE – Art Goulet reviewed a summary of the Community Relations Committee meeting of Nov. 27, 2007. Gerry Olsen agreed to prepare a draft of a press release on the new Foundation Scholarship Program.

DOCENTS – Carol Yung reported the Docents had a good holiday season and on events during December in the Camarillo House.

GIFT SHOP – John Hills reported the Gift Shop “had a very good year (2007).”

GRANTS COMMITTEE – Bruce Fuhrman asked for a cost estimate to rehabilitate the attic and basement of the Camarillo House. John Hills said the Operations Committee will address the matter. Fuhrman reported on progress on several grants proposals.

HISTORY AND EDUCATION COMMITTEE – Frank Malabarba reported that 350 of the 2008 Camarillo Ranch Calendars have been sold, that the remainder will be sold for \$7.50 each, and that he is seeking commercial outlets for sales of the calendars.

RANCH MANAGER’S REPORT – Kristin Richey-Herrera reported staff is cleaning out the office and break room, historic shadow boxes will be on display in the Camarillo House Feb. 13 through March 31, updating of e-mail addresses is underway, and a white board has been erected in the Ranch Office to track projects in progress. She also reported that the City of Camarillo will go to bid shortly for rehabilitation work of the Red Barn.

ANNOUNCEMENTS:

David Carlson reported the next meeting of the Executive Committee will be Wednesday, Jan. 23, at 8:30 a.m. in the Camarillo House to plan for the Feb. 2 Board Retreat and the Feb. 6 Board meeting.

ADJOURNMENT – There being no further business, the meeting was adjourned by David Carlson at 8:28 p.m.

Gerry Olsen, Secretary
Approved by CRF Board of Directors Feb. 6, 2008

1/10/2008