

# **MINUTES**

## **CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS**

119th Meeting, Wednesday, Aug. 6, 2008

**CALL TO ORDER** – The 119th meeting of the Camarillo Ranch Foundation Board of Directors was called to order by President Ted Rains on Wednesday, Aug. 6, 2008, at 6:32 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, John Hills (departed at 7:18 p.m.), Michael Lavenant (entered at 6:41 p.m.), Frank Malabarba, Karen Prough, and Rose Wisuri (departed at 7:18 p.m.). Others present: Ranch Manager Kristen Richey-Herrera, and Docent President Carol Yung.

**MINUTES OF July 2, 2008** - It was moved by Chuck Andrews, seconded, and unanimously approved that the minutes of the regular meeting of July 2, 2008, be approved as corrected, adding the name of “John Hills” to those present.

**NEXT MEETING** – Ted Rains reported the next regular Board meeting will be Wednesday, Sept. 3, at 6:30 p.m.

### **COMMENTS:**

**BOARD MEMBERS** – Karen Prough reported Bill and Mary Little and Art and Judy Goulet will become new Dons and Donnass of the Pleasant Valley Historical Society on Sunday, Aug. 24.

### **UNFINISHED BUSINESS:**

**APPROVAL OF ACCESSIONS** – David Carlson reported the Camarillo Ranch is accepting a glass display case to be used on the second floor of the Camarillo House.

**REPORT ON DESIGNATION OF PART OF HIGHWAY 101 AS “ADOLFO CAMARILLO MEMORIAL HIGHWAY”** – Kristin Richey-Herrera reported that the State Senate had approve a resolution designating part of Highway 101 in Ventura County as “Adolfo Camarillo Memorial Highway,” the Foundation is now soliciting

**CAMARILLO RANCH BOARD OF DIRECTORS’ MEETING**

August 6, 2008

Page 1 of 4

funds to erect two freeway signs, \$6000 will be needed for the project, and \$2227 has been received so far. By unanimous consent, the Board agreed that Richey-Herrera could report to the media that the Foundation is soliciting \$6000 for the project.

#### **NEW BUSINESS :**

10<sup>th</sup> ANNIVERSARY CELEBRATION – Ted Rains reported on plans for the 10<sup>th</sup> Anniversary Celebration/Los Compadres Brunch Sunday, Sept. 14. By unanimous consent, the Board agreed to approve the rental of champagne glasses for the event at a cost not to exceed \$200, to continue the past practice of only partial catering of the event with Board members cooking and serving, and to use Rose Wisuri's family members to provide entertainment. Board members also received tentative assignments.

APPROVAL OF DOCENT BYLAWS – Following a presentation by Carol Yung, it was moved by Gerry Olsen, seconded, and unanimously approved that the revised Docent Bylaws, dated 2008, be adopted as corrected.

POLICY REGARDING DOCENT/GIFT SHOP WORKERS WORKING GALA – Following a report by Kristin Richey-Herrera, it was moved by Michael Lavenant, seconded, and unanimously approved that Docents and Gift Shop volunteers who work the 8<sup>th</sup> Candlelight Gala be granted a one-time waiver to not pay an entry fee for the event and the Executive Committee review the matter in January and make a recommendation to the Board of Directors.

#### **FINANCIAL INFORMATION:**

TREASURER'S REPORT – Kristin Richey-Herrera passed out copies of the Treasurer's Report, dated July 31, 2008, showing \$37,827.60 in the checking account, \$191,128.85 in reserve account CDs, \$34,627.14 in the money market account, \$19,486.47 in the UBS Financial Services Endowment account, and \$500 in petty cash, for a total of \$283,570.06, an increase of \$17,146.95 since June 30, 2008.

INCOME AND EXPENSE STATEMENT – Michael Lavenant distributed copies of the Income and Expense Statement, dated July 31, 2008, showing \$56,132.83 in income and \$38,205.05 in expenses for July.

#### **REPORTS :**

GIFT SHOP – Rose Wisuri reported that income from the Taste of Camarillo was down due to location of the sales booth.

OPERATIONS COMMITTEE – John Hills reported that rehabilitation work on the attic is complete with new flooring, lighting, and shelves, on work on the built-in refrigerator, Master Gardeners are preparing a design plan for the west side of the property, and about

CAMARILLO RANCH BOARD OF DIRECTORS' MEETING

August 6, 2008

Page 2 of 4

the fence on the east side of the Ranch. By unanimous consent, the Board agreed to refer the matter of tours of the Camarillo House third floor to the staff for recommendation.

**BARN COMMITTEE** – Kristin Richey-Herrera reported the City of Camarillo is expected to seek bids for rehabilitation work on the Red Barn on Aug. 11.

**BOARD DEVELOPMENT COMMITTEE** – Ted Rains reported the City of Camarillo would like comments from the Board Development Committee and/or Executive Committee when Board members seek reappointment to the Foundation Board.

**DOCENTS** – Carol Yung reported the Docent shadow box won first place in the Feature Exhibit section at the Ventura County Fair

**GALA PLANNING COMMITTEE** – Ted Rains reported plans for the 8<sup>th</sup> Candlelight Gala are on track. Gerry Olsen reported the next Gala Planning Committee meeting will be Tuesday, Aug. 19, at 4 p.m.

**GRANTS COMMITTEE** – Kristin Richey-Herrera reported that the 2008 grant has been received from the Meadowlark Service League and a grant application has been made to the Ventura County Community Foundation Heritage Fund.

**OKTOBERFEST COMMITTEE** – Kristin Richey-Herrera handed out Oktoberfest tickets to be sold by Board members, distributed entry forms and posters, and said planning for the Sept. 28 event is on track.

**HISTORY AND EDUCATION COMMITTEE** – Frank Malabarba reported that the Wednesday, Aug. 20, Chat Night with the Camarillo White Horses is open to the public, 100 copies of the Ranch video are in production, and showed a draft copy 2009 Ranch Calendar.

**NOMINATING COMMITTEE** – Gerry Olsen reported the Nominating Committee will submit the following names for election as 2008-2009 Board officers – Chuck Andrews, president; David Carlson, vice president; Gerry Olsen, secretary, and Susana Andrews, treasurer.

**OPERATING AGREEMENT TASK FORCE** – Ted Rains reported that City of Camarillo Ranch Committee has agreed to the proposed changes to the Foundation Bylaws and the Operating Agreement with the City, adding a proposed provision to the bylaws eliminating term limits for Board members. Rains said he would obtain copies of the proposed changes and distribute them to the Operating Agreement Task Force.

**WEB SITE** – David Carlson reported on several changes to the website.

**RANCH MANAGERS REPORT** – Kristin Richey-Herrera reported the auditors are visiting the Ranch, preparing the 2007-2008 Foundation Audit.

**CAMARILLO RANCH BOARD OF DIRECTORS' MEETING**

August 6, 2008

Page 3 of 4

ANNOUNCEMENTS – Gerry Olsen reported plans were underway for the winter edition of the Ranch Newsletter with a deadline for copy and photos of Friday, Sept. 19.

ADJOURNMENT – There being no further business, the meeting was adjourned by Ted Rains at 7:45 p.m.

Gerry Olsen, Secretary

8/7/2008

Approved by CRF Board of Directors Sept. 3, 2008