

CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS

87th Meeting, Wednesday, Jan. 11, 2006

CALL TO ORDER – The 87h meeting of the Camarillo Ranch Foundation Board of Directors was called to order by President Ira Grooms on Wednesday, Jan. 11, 2006, at 6:31 p.m. in the Camarillo House, 201 Camarillo Ranch Rd., Camarillo, CA 93012.

PRESENT – Board Members - President Ira Grooms, Vice President Michael Lavenant, Secretary Gerry Olsen, Treasurer Susana Reeder, Chuck Andrews, Art Goulet, John Hills, Bill Little, Joe Ortiz, Ted Rains, Kiran Sahota, and Rose Wisuri. Ex-officio Board Members: Others present: Ranch Manager Kristen Richey-Herrera, Docent Chair Susan Andrews, and Carmelita Nicholson.

MINUTES OF NOV. 7, 2005 MEETING – It was moved by Rose Wisuri, seconded, and unanimously approved that the minutes of the regular meeting of Nov. 7, 2005, be adopted as distributed.

FINANCIAL INFORMATION

TREASURER’S REPORT – Susana Reeder reported the following Foundation balances as of Dec. 31, 2005 – Certificate of Deposit - \$102,291.96; Checking Account - \$32,427.39; Money Market - \$4063.66; UBS - \$7888.75; UBS Endowment - \$10,033.23; and Petty Cash - \$1000, for a total of \$157,704.99. By unanimous consent, the report was received.

FINANCIAL REPORT – Michael Lavenant reviewed the Financial Report, dated Jan. 11, 2006. By unanimous consent, the report was received.

FINANCE AND ADMINISTRATION COMMITTEE – Michael Lavenant reported the next meeting of the Finance and Administration Committee will be Thursday, Jan. 19.

NEXT BOARD MEETING – Ira Grooms reported the next Board meeting will be Wednesday, Feb. 1, 2006, at 6:30 p.m.

REPORTS

PRESIDENT COMMENTS – Ira Grooms reported that Kathy Van Slyke is preparing a first-person presentation on the life of Carmen Camarillo Jones.

BOARD COMMENTS - Bill Little reported that plans for the Camarillo Arts and Jazz Festival Aug. 4-6 are progressing. Chuck Andrews reported the Master Gardeners of

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Ventura County will meet at the Ranch Feb. 11. Following discussion, it was moved by Rose Wisuri, seconded, and approved on a 6-5 vote that the Foundation send a letter to Congressman Elton Gallegly introducing the Congressman to the Ranch, inviting him for a visit, and requesting any funds available to be donated to the Foundation for its work.

BARN FUND-RASING COMMITTEE – Gerry Olsen reported the Barn Fund-Raising Committee will meet Wednesday, Feb. 22.

COMMUNITY RELATIONS COMMITTEE - Following discussion, it was moved by Michael Lavenant, seconded, and unanimously approved as amended that recommendations of the Community Relations Committee be approved including: 1) Newsletter distribution list be pared down to about 1000 including members, volunteers, prospective and past members (for one more mailing), and public officials (such as city council and school board members); 2) Membership year should be July 1 to June 30 to coincide with the Foundation’s fiscal year; and 3) Membership drive should begin about June 1. Bill Little reported the Foundation has 240 dues-paying members.

DOCENTS COMMITTEE – Susan Andrews presented the 2005 Annual Docent Report noting there are 60 docents with 11 new docents in 2005 and 13 prospective docents for 2006, that the 2006 Docent training will be March 8, March 11, and March 15, among other details.

GIFT SHOP – Rose Wisuri presented a check for \$3000 from the Gift Shop to the Foundation as a part of its annual contribution, said the Gift Shop had its best year ever, and said all five holiday ornaments are now on sale together as a “Five Pack” for \$100.

GRANTS – Kristin Richey-Herrera reported that the Foundation has applied for a \$17,000 grant from the Meadowlark Service League for the Foundation’s Public Education Program.

HISTORY AND EDUCATION COMMITTEE – Joe Ortiz reported that History and Education Committee will meet Tuesday, Jan. 24.

OPERATIONS COMMITTEE – John Hills reported Brenda Freeman has donated 14 historic roses to the Ranch, that the Master Gardeners are busy at the Ranch, the golf cart has arrived, the security system will be updated Jan. 23, and the next meeting of the Operations Committee will be Thursday, Jan. 19.

RANCH MANAGER’S REPORT – Kristin Richey-Herrera reported on plans to expand the school tour program, that bookings are heavy at the Ranch from April through October, newly-framed wedding photos are on display in the Ranch office, and that the Foundation will receive the Parker saddle. By unanimous consent, the Board agreed to have the President send a letter to Milleton Ortiz thanking him for his work to refurbish the three saddles in the Camarillo House.

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UNFINISHED BUSINESS

MEETING WITH CITY RANCH LIAISON COMMITTEE – Bill Little reported that a meeting is expected with the City of Camarillo Ranch Liaison Committee early this year and that the contract for the architect for provide drawings for the rehabilitation work on the Mule Barn has not been awarded as of Jan. 11

STATUS OF GAZEBO PROJECT – Bill Little reported that work is progressing on the gazebo project in the East Garden and is expected to be completed in March.

REPORT ON 5TH ANNUAL CANDLELIGHT GALA – Kiran Sahota presented and reviewed the report titled, “CRF Gala Planning Committee 5th Annual Holiday Candlelight Gala Wrap-up,” dated Jan. 11, 2006. Following discussion of the Gala, it was moved by Bill Little, seconded, and unanimously approved that the 2006 Gala be held on the first Friday in December. By unanimous consent, it was agreed to submit the date to the City of Camarillo, Camarillo Chamber of Commerce, and other organizations. It was then moved by Art Goulet, seconded, and unanimously approved to employ Jeanne Tatum for entertainment for the 2006 Gala. Kiran Sahota reported that time for the 2006 Gala will be 6 to 10 p.m.

REZONING OF CAMARILLO RANCH BUSINESS PARK PARCEL – Bill Little reported that a second community information meeting regarding the project will be held at the Ranch Wednesday, Jan. 12, and that the Camarillo City Council will consider the matter on Wednesday, Jan. 25.

NEW BUSINESS

APPOINTMENT OF BOARD REPRESENTATION TO DOCENTS – Ira Grooms reported that Karen Prough has agreed to serve as Board representative to the Docents.

2006 FOUNDATION COMMITTEES – Ira Grooms reported he will have a list of the 2006 Foundation Committee members for the next Board meeting.

APPROVAL OF BOARD RETREAT - It was moved by Michael Lavenant, seconded, and unanimously approved that the 2006 Board retreat be held Saturday, Feb. 25, from 8 a.m. to 12 noon in the Community Room of the Santa Rosa Valley branch of Bank of America. By unanimous consent, it was agreed to have Tom Kelly as the facilitator for the Retreat.

POLICY ON INTERNS – Kristin Richey-Herrera reported that a History student from Cal State University Channel Islands is seeking to serve at internship at the Ranch. By unanimous consent, it was agreed to authorize the Ranch Manager to proceed with the matter.

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CLOSED SESSION – By unanimous consent, the Board agreed to go into closed session at 8:38 p.m. The Board came back into open session at 8:55 p.m.

HOLIDAYS POLICY - Gerry Olsen announced that the Board took the following action in closed session – It was moved by Art Goulet, seconded, and unanimously approved that the Board adopt a new Holidays Policy, dated Jan. 11, 2006, which adds Memorial Day and Labor Day to the holiday list and adds the word “non-exempt” to paragraphs five and six so as to read, “Non-exempt employees who work on a holiday shall receive holiday pay and all hours worked on the holiday shall be counted as ‘hours worked’” and “Non-exempt employees may with prior approval take time off for religious holidays not set forth above without pay.”

ADJOURNMENT - There being no further business, the meeting was adjourned by President Ira Grooms at 8:56 p.m.

Gerry Olsen, Secretary

1/12/2006