

CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS

91st Meeting, Wednesday, April 5, 2006

CALL TO ORDER – The 91st meeting of the Camarillo Ranch Foundation Board of Directors was called to order by President Ira Grooms on Wednesday, April 5, 2006, at 6:30 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, David Carlson, John Hills, Bill Little, Joe Ortiz (arrived at 6:32 p.m. and departed at 8:10 p.m.), Karen Prough, Ted Rains, Kiran Sahota, and Rose Wisuri Ex-officio Board Member: Camarillo City Council Member Charlotte Craven. Others present: Ranch Manager Kristen Richey-Herrera and Docent Chair Susan Andrews.

MINUTES OF FEB. 25, 2006 SPECIAL MEETING AND MARCH 1, 2006 REGULAR MEETING – It was moved by Ted Rains, seconded, and unanimously approved that the minutes of the special meeting of Feb. 25, 2006 and the regular meeting of March 1, 2006, be adopted as distributed.

NEXT BOARD MEETING – Ira Grooms reported the next Board meeting will be Wednesday, May 3, 2006, at 6:30 p.m.

ITEM FROM BOARD RETREAT: FUND RAISING FOR RESTORATION OF MULE BARN – Gerry Olsen reviewed the status of planning for fund raising for the restoration of the Mule Barn.

FINANCIAL INFORMATION

TREASURER'S REPORT – Michael Lavenant reported the following Foundation balances as of March 31, 2006 – Certificate of Deposit No. 1 - \$102,668.46; Certificate of Deposit No. 2 - \$15,035.29; Checking Account - \$5775.63; Money Market - \$34,138.85; UBS Financial Services - \$7888.78; UBS Financial Services Endowment - \$10,605.49; and Petty Cash - \$500, for a total of \$175,604.50, up \$1845.36 from Feb. 28, 2006.

FINANCIAL REPORT – Michael Lavenant reviewed the Financial Report of Income and Expenses, dated March 31, 2006. By unanimous consent, the report was filed.

FINANCE AND ADMINISTRATION COMMITTEE – Michael Lavenant said the Finance and Administration Committee will meet on Thursday, April 20, at 4 p.m.

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REPORTS

PRESIDENT – Ira Grooms welcomed Board members to the meeting.

BOARD MEMBERS – Michael Lavenant and Bill Little reported attending Camarillo Chamber of Commerce Top Ten Awards Banquet where Ira Grooms was named Camarillo's Senior of the Year.

EXECUTIVE COMMITTEE – Michael Lavenant reported the Executive Committee will meet Wednesday, April 26, at 9:15 a.m. in the Camarillo House.

COMMUNITY RELATIONS/MEMBERSHIP COMMITTEE – Art Goulet reported on a letter on prevailing wages sent to the City of Camarillo and a letter from the City of Camarillo to CalTrans seeking guide signs to the Camarillo Ranch on State Route 34. Bill Little asked Board members to supply 5-10 names each to be added to the potential membership list. Dave Carlson presented a draft of an Events Survey to go on the Ranch web page and suggestions for the survey followed. It was agreed to consider placing the survey in the City of Camarillo utility bill.

DOCENTS' COMMITTEE - Susan Andrews reported 16 women completed Docent training and are provisional Docents, reviewed upcoming events, and said the Docents will discuss the use of Camarillo House as an events center.

GIFT SHOP – Rose Wisuri thanked the Docents for helping to provide Gift Shop volunteers and said this is a quiet time for the Gift Shop.

HISTORY AND EDUCATION COMMITTEE - Joe Ortiz reported on plans for the 2006 Chat Night series, that committee members will meet with officials of the Ventura County Museum of History regarding Camarillo family items, a special task force is working on the placement of TV monitors in the Camarillo House, and a school tour brochure is being prepared.

OPERATIONS COMMITTEE – Chuck Andrews reported on the work of the Master Gardeners at the Ranch, additions to the herb garden, renovations to present gardens, a new succulent garden, release of predator insects, and that the Ranch gardens will be on the Camarillo Hospice Garden Tour Sunday, May 7. Dave Carlson reported bases for on-site signs are being prepared. John Hills reported on the new lawn in the East Garden, the repainting of the Stables, that the finials will be placed on top of the Camarillo House shortly, and that the palm trees have been trimmed. Bill Little agreed to contact City of Camarillo officials regarding the proposed paving of the Ranch parking lot. Art Goulet and Little agreed to serve as a task force on parking for events at the Ranch.

RANCH MANAGER'S REPORT – Kristin Richey-Herrera reported the White Horse Association held its annual meeting at the Ranch and is planning a brochure on the White

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Horses, reviewed plans for the event season, and presented her “2005 State of the Ranch Report,” dated April 5, 2006.

UNFINISHED BUSINESS

STATUS OF GAZEBO PROJECT – Bill Little reported the gazebo project in the East Garden is nearing completion with a dedication planned for late spring.

MOVIE CONTRACT – David Carlson reported the contract with Unreal to secure motion picture use of the Ranch will not be renewed.

2006-2007 BUDGET PROCESS - Michael Lavenant reported the proposed 2006-2007 Foundation Budget should be ready for Board action at the May Board meeting.

2006 RANCH MANAGER EVALUATION PROCESS – Michael Lavenant handed Board members copies of the 2006 Ranch Manager Evaluation Form and asked that the form be returned to him by April 30.

INSURANCE ISSUES – Michael Lavenant reported he had discussions with insurance agents on a wide range of insurance issues regarding the Foundation and Ranch.

MEETING WITH CITY COMMITTEES – Ira Grooms reported on meeting with the City of Camarillo Policy Committee. Bill Little reported there are 10 candidates for five open positions on the Foundation Board. By unanimous consent, it was agreed to ask the Secretary to prepare a letter to the City of Camarillo, for the President’s signature, asking that the Foundation receive a full agenda packet of the City of Camarillo Citizen Selection Committee.

NEW BUSINESS

STATUS OF JULY BOARD MEETING – By unanimous consent, it was agreed to hold the July Board meeting on Wednesday, July 5, at 6:30 p.m.

EXECUTIVE SESSION - The Board went into Executive Session at 8:30 p.m. and reconvened in Open Session at 8:40 p.m.

ACTION IN EXECUTIVE SESSION – Gerry Olsen reported the following action was taken in Executive Session – It was moved by Art Goulet, seconded, and unanimously approved that the Foundation reimburse employees at the Internal Revenue Service rate for use of their personal vehicles on Foundation business.

ANNOUNCEMENTS – Gerry Olsen reported the Spring 2006 newsletter is now being prepared by Lisa Bever, graphic artist, and that the 2005-2006 Foundation Annual Report to the City of Camarillo is in its final stages.

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ADJOURNMENT - There being no further business, the meeting was adjourned by President Ira Grooms at 8:41 p.m.

Gerry Olsen, Secretary

4/6/2006