

MINUTES

CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS

93rd Meeting, Wednesday, June 7, 2006

CALL TO ORDER – The 93rd meeting of the Camarillo Ranch Foundation Board of Directors was called to order by President Ira Grooms on Wednesday, June 7, 2006, at 6:35 p.m. in the Camarillo House, 201 Camarillo Ranch Rd., Camarillo, CA 93012.

PRESENT - President Ira Grooms, Vice-President Michael Lavenant, Treasurer Susana Reeder, Frank Malbarba, Bruce Fuhrman, Art Goulet, Karen Prough (left at 7:45 p.m.), Chuck Andrews, Rose Wisuri, David Carlson, Kiran Sahota, John Hills
OTHERS PRESENT: Ranch Manager Kristin Richey-Herrera, Docent Chairperson Susan Andrews, Carmelita Nicholson, Councilmember Jan McDonald, Joe Ortiz.

TEMPORARY SECRETARY - Ira Grooms appointed Michael Lavenant to act as temporary secretary in place of Gerry Olsen.

MINUTES OF May 3, 2006, MEETING – It was moved by Susana Reeder, seconded by John Hills, and approved on a unanimous vote, that the minutes of the Foundation Board meeting of May 3, 2006, be approved.

NEXT MEETING – Ira Grooms reported the next regular Board meeting would be Wednesday, July 5, 2006, at 6:30 p.m. in the Camarillo House.

BOARD RETREAT - Ira Grooms and David Carlson discussed the need to evaluate the Membership's and Community's desire to have a second fundraiser, and if so, what type of event. David Carlson prepared a survey that can be taken online.

PUBLIC COMMENTS – Carmelita Nicholson thanked the Ranch Board and Docents for the get-well cards and wishes.

PRESENTATION TO JOE ORTIZ - Ira Grooms and Susana Reeder, on behalf of the Camarillo Ranch Foundation thanked Joe Ortiz for his tireless efforts and service as one of the original Board Members and presented him with a lithograph of the Camarillo Ranch House.

REPORTS -

INTRODUCTIONS AND PRESIDENT'S COMMENTS - Ira Grooms reintroduced Frank Malabarba and Bruce Fuhrman as new Board Members and each of them provided a brief background for the Board's benefit. Each person in attendance also provided a brief background for the new members' benefit. Ira Grooms also reported that he had attended the Meadowlark Service League Luncheon on behalf of the Ranch and was

CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS' MEETING –
June 7, 2006 – Page 2

happy to report that the Meadowlark Service League had provided a grant to the Ranch in the amount of \$14,000.

TREASURER'S REPORT - Susana Reeder reported the following Foundation balances as of May 31, 2006 - Certificate of Deposit No. 1 - \$103,325.54; Certificate of Deposit No. 2 - \$15,129.30; Checking Account - \$46,442.55; Money Market - \$14,187.70; UBS Financial Services - \$7,958.95; UBS Financial Services Endowment - \$10,698.73; and Petty Cash - \$500.00, for a total of \$198,242.77, up \$29,454.42 from April 30, 2006.

FINANCIAL REPORT - Michael Lavenant reviewed the Financial Report of Income and Expenses, dated June 1, 2006. Ira Grooms also reported that the City of Camarillo has agreed to provide maintenance and operations assistance via the City budget in the amount of \$62,600.00 for the upcoming fiscal year.

EXECUTIVE COMMITTEE – It was reported that the next committee meeting will take place on June 28, 2006 at 9:15 a.m. at the Ranch.

COMMUNITY RELATIONS/MEMBERSHIP COMMITTEE – Art Goulet distributed a summary of the Committee's last meeting. He reported on the YTB Travel proposal and tentative agreement. There was also a discussion on the status of the City Directional Signs for the Ranch. Art Goulet moved, seconded by John Hills, and unanimously approved by the Board, that Art Goulet will convey to the City that the signs as proposed will be approved, subject to the removal of some horizontal lines and windows that do not exist on the Ranch House.

BARN RAISING TASK FORCE – John Hills distributed minutes of the May 24, 2006, Task Force meeting and provided a summary. There was a discussion that the Task Force should consider engaging a fundraising consultant to determine the feasibility of launching a fundraising campaign before the task of fundraising is commenced. There were several consultants interviewed and the Task Force recommends using Netzel & Associates for the feasibility study for the approximate cost of \$25,000. Art Goulet moved, seconded by Karen Prough, and unanimously approved that the Finance & Administration Committee conduct a study of the cash flow and fiscal aspects of engaging professional fundraising company, in particular Netzel & Associates, the conducting of a feasibility study prior to launching a campaign, the scope of the campaigns and the affect that the campaign of other entities may have on the timing and success of the Barn campaign.

DOCENTS COMMITTEE – Susan Andrews reported that the next Docents will take a field trip to the Adamson House and have a theater night at the Elite Theatre. The Docents also established a Docents Emeritus classification. The Docents will also start work on the Ventura County Fair Exhibit, which will be chaired by Louise Fortner.

CAMARILLO RANCH FOUNDATION BOARD OF DIRECTORS' MEETING –
June 7, 2006 – Page 3

GIFT SHOP COMMITTEE – Rose Wisuri presented a report on the status of the Gift Shop.

HISTORY AND EDUCATION COMMITTEE – Frank Malabarba reported on the status of Chat Nights and discussed the need to evaluate how to best integrate modern television monitors in a historical house.

LOGO TASK FORCE – Kiran Sahota reported that there was a good discussion on the design of the logo via email. However, some discussion was confusing as other non-Task Force members were involved and the subjects varied from a project handled by one committee and the project overseen by another committee. It was emphasized that all who are interested in contributing to the Logo project should attend the meeting and keep the discussion to the Task Force Members before taking the matter to the entire Board.

OPERATIONS COMMITTEE – John Hills distributed a report and discussed informational items. Chuck Andrews provided an update on the Master Gardeners projects.

PARKING LOT TASK FORCE - Art Goulet reported that Best Buy had purchased Pacific Sales and that Best Buy's policy was to prohibit any parking on its premises on the weekends, even when Pacific Sales is closed.

WEBSITE - David Carlson reported that he had updated several of the webpages on the website and invited everyone to review the new content. He requested that the Board minutes be forwarded to him for posting on the website.

RANCH MANAGER – Kristin Richey distributed a report on informational items including a request from the Boys & Girls Club of Camarillo to have a fee waiver for the Art & Jazz Festival on August 6, 2006. After a discussion on this issue, which included input by Councilmember Jan McDonald, it was moved by Susana Reeder, seconded by John Hills that due to the uniqueness of this new event, and thus not precedent setting, and the potential positive exposure that it may have for the Camarillo Ranch House and the City of Camarillo, the Boys & Girls Club of Camarillo will be allowed a one time fee waiver for the August 6th event with the stipulation that if the Boys & Girls Club of Camarillo sells enough tickets to make a profit that it will pay to the Camarillo Ranch House, a rental fee of 10% of their profit, up to \$2,240 (the amount of the normal fee). The motion passed on a vote of 10-1, with Art Goulet voting to reject the motion.

UNFINISHED BUSINESS

Accessions - David Carlson reported that a chair and baby buggy were received as accession items.

Gazebo Project - John Hills reported that the project was completed and that the wording for the plaques is underway, as well as work by the Master Gardeners to provide plants around the new gazebo.

Insurance Issues/Application - Michael Lavenant reported that the insurance issues were still being reviewed with insurance brokers.

Budget - Michael Lavenant reviewed the budget which had been previously provided to all Board Members. Michael Lavenant moved, seconded by John Hills, and unanimously approved that the Budget as proposed for the 2006-2007 fiscal year be approved.

EXECUTIVE SESSION - After excusing all members of the public, the Board retired to Executive Session at 9:20 p.m. to discuss the Ranch Manager's Evaluation and Compensation. Upon coming out of executive session at 9:45 p.m., Michael Lavenant announced that the Board had approved the evaluation as presented and had approved a one-time bonus in the amount of \$2,500 for Ranch Manager Kristin Richey as recognition for the successful year that the Ranch had in meeting its budget.

ADJOURNMENT - There being no further business, the meeting was adjourned by President Ira Grooms at 9:45 p.m.

Michael Lavenant,
Secretary

June 7, 2006