



## **Camarillo Ranch Foundation, Inc.**

### **Minutes - Board of Directors Meeting**

December 5, 2017 – 6:30 p.m.  
Camarillo Ranch Conference Room  
201 Camarillo Ranch Road  
Camarillo, CA 93012

#### **241st Meeting**

1. **Call to Order** – Charles Devlin called the meeting to order at 6:30 p.m.

**Present** - Board Members – President Charles Devlin, Vice President David Schlangen, Treasurer Michael Drews, Secretary Ellen Smith, Peter Ellermann, Bruce Fuhrman, Karen King, Sandy Nirenberg, Gerry Olsen, Karen Prough, Martin Shum, and Katy Strang. Also present - Liaison Board Members – Council members Charlotte Craven and Mike Morgan. Others present Chief Executive Officer Martin Daly, Chief Operations Officer Marissa Lopez Elkins,, Programs Manager Maggie Solorzano-Hamilton, and Docents President Betty Addeig.

**Absent:** Shirley Honour, Susana Reeder

2. **Minutes** – The board unanimously approved the minutes of the November 7, 2017 meeting as corrected.
3. **Next Meeting** – February. 6, 2018 in the Camarillo Ranch Conference Room.

4. **Comments**

- a. Betty Addieg reported on the status of Santa Nights and stated that she had enjoyed giving house tours during the cocktail hour at Christmas at the Ranch Gala.
- b. Charles Devlin introduced the newly appointed board member to the Camarillo Ranch Foundation, Sandy Nirenberg, who has recently retired from service as the Chief Executive Officer of Camarillo Hospice. Devlin thanked all the attendees at the Ranch Gala and stated that reviews of the event were very good. He also shared his ideas on involvement of the white horses in the Ranch setting.
- c. Board members Bruce Fuhrman, David Schlangen, Michael Drews and Ellen Smith expressed their enjoyment of the Ranch Christmas Gala including the informative speeches and appreciation for the staff's work on all the details.

5. **Unfinished Business**

- a. 2018 Calendar of Meetings - On a motion by Michael Drews, the board took unanimous action to approve the calendar of meetings as presented.
- b. Program Reviews - Maggie Solorzano-Hamilton, Program Manager, presented a detailed review and analysis of three major Ranch programs:

House Tours, School Tours and Volunteers. She provided background information, longitudinal data, current status and impacts of each program. She framed her comments with the question: "What experience are we creating for guests, volunteers and staff?" Her recommendations were discussed by board members and will be studied for implementation by board committees as applicable.

- c. Report - Board Self Evaluation Survey Results - David Schlangen thanked board members for completing the survey. Further information on the analysis of results will be presented at an upcoming board meeting.

## 6. **New Business**

- a. Essential Components of the Strategic Plan - David Schlangen reported that work products from the 2017 board retreats will be compiled by the Executive Committee into a draft Strategic Plan document for board review and approval in early spring. Board members provided feedback about their expectations for the components and format of the document.

## 7. **Reports**

- a. Executive Committee - David Schlangen reported that in addition to preparing the agenda, the committee discussed next steps for the Strategic Plan, their intent to systematically review board policies and development of a description of the governance structure of the CRF for inclusion in the new board member induction program.
- b. Fund Development Committee - Karen King reported that the committee will study Solorzano-Hamilton's recommendations regarding programs and implications for funding needs.
- c. Education and Legacy Committee - Karen Prough reported that the committee will work in tandem with Solorzano-Hamilton on the implementation of recommendations.
- d. Finance Committee – Michael Drews reported that revenues are in line with expectations for this point in the year and expenditures are in keeping with the budget. The committee is looking at various possibilities for reporting operating funds and donations separately.

## 8. **Closed Session** – None

## 9. **Human** - None

## 10. **Adjournment**- Charles Devlin adjourned the meeting at 8:35 p.m.

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Ellen Smith, Secretary

Board Approval: February 6, 2018