



Camarillo Ranch Foundation, Inc.
Board of Directors Meeting
AGENDA

March 5, 2019 – 5:30 p.m.
Camarillo Ranch – Red Barn
201 Camarillo Ranch Road, Camarillo, CA 93012

254th Meeting

“Preservation, Education, Restoration”

1. **Call to Order** – Charles Devlin
2. **Minutes** – Action to approve the minutes of the meeting held February 5, 2019
3. **Next Meetings** - April 2, 2019
4. **Comments**
 - a. Public Comments regarding items not on the agenda.
 - Docents Representative
 - b. Board President
 - c. Board/Council Member Comments
5. **Unfinished Business**
 - a. Action to approve conceptual plan for Estate Sale of excess items - Gerry Olsen
 - b. Action to approve date change for CRF Retreat - Luke Cardella
6. **New Business**
 - a. First Reading of proposed changes to the CRF Bylaws by the City of Camarillo
 - b. Review of IRS Tax Forms 990 and 8879
7. **Reports**
 - a. Chief Executive Officer - Marissa Lopez Elkins
 - b. Executive Committee - Charles Devlin
 - c. DARK - Education & Legacy Committee – Karen Prough/Ellen Smith
 - d. Finance Committee – Martin Daly
 - e. Fund Development Committee – Karen King
 - f. Board Development Committee – David Schlangen

- g. Programs Task Force - Karen Prough/Ellen Smith
- h. Operating Agreement Task Force - Martin Daly
- i. Business Development Task Force - Martin Shum

- 8. **Closed Session – Closed Session** – Public Employee Performance Evaluation Pursuant to Gov. Code 54957.6 Title: Chief Executive Officer (CEO)
- 9. **Human Resources** - None
- 10. **Adjournment**

Future Agenda Items:

- Policies: Records retention
- Policies: New accounts,
- Policies: Distribution cycle
- Brown Act Review

CRF Subcommittee Meetings – The Foundations’ subcommittees meet monthly or as indicated below. All meetings are held on the Camarillo Ranch property.

Docents Executive Committee	First Monday	9:00 a.m.
Education and Legacy	Dark	3:30 p.m.
Board Development Committee	Second Monday	4:30 p.m.
Fund Development Committee	Second Tuesday	4:00 p.m.
Docents Committee	Second Thursday	4:15 p.m.
Finance Committee	Last Monday	4:30 p.m.
Executive Committee	Last Tuesday	4:00 p.m.

Distribution:
 Camarillo Ranch Foundation Board Members
 City Council Camarillo Ranch Committee Members
 City Clerk, City of Camarillo

Staff reports and other disclosable public records related to open session agenda items are available for review during regular business hours, Monday-Friday, 8:00 a.m. to 5:00 p.m., at the Camarillo Ranch Office located at 201 Camarillo Ranch Road, Camarillo, CA 93012. If you have any questions, please contact the Ranch Office at (805) 389-8182.

Americans with Disabilities Act Compliance Statement

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Camarillo Ranch Office at (805) 389-8182 at least 48 hours prior to the meeting to enable us to make reasonable accommodations to ensure access to this meeting. (28 CFR 35.102-35.104, ADA Title III)