



April 27, 2019
Camarillo Ranch House
201 Camarillo Ranch Road
Camarillo, CA 93012

256th Meeting - Annual Retreat

1. Call to Order – Charles Devlin called the meeting to order at 8:00 a.m.

Present - Board Members – President Charles Devlin, Vice President Karen King, Treasurer Martin Daly, Secretary Ellen Smith, Luke Cardella, Matt Kohagen, Sandy Nirenberg, Gerry Olsen, Karen Prough, David Schlangen, Martin Shum.

Absent: Susana Reeder, Charlotte Craven and Shawn Mulchay.

2. Next Meeting – May 7, 2019 at the Camarillo Ranch.

3. Public Comments

- a. None

4. Unfinished Business

- a. Charles Devlin reported on the meeting held on April 23, 2019 with the City Ad Hoc Committee regarding the Operating Agreement. Topics discussed were: the downturn in the events business, the increasing costs of maintenance, the need to fund capital improvement preservation projects, and research on how other government agencies manage and fund historic properties.

5. New Business

- a. Luke Cardella acted as facilitator for board discussions in the following areas:

- Reflections on performance
 - Adjustments in staffing and operating expenditures to address fiscal sustainability
 - Community outreach and education programs
 - Communication and collaboration with Docents
 - Core business development - new venue rental model, development of Key performance indicators (KPI) to measure performance
 - Board governance model - committee responsibilities and development of dashboard to track progress toward objectives
- Identify critical issues and set strategic priorities.
 - Funding plan for capital improvement preservation projects identified in the “Reserve Study”
 - Communications with the City - Ad Hoc Committee, capital improvement preservation plan, skill sets needed for future board members

- Develop goals, strategies and action steps in priority areas.
 - Development of business partnerships to promote joint fundraising opportunities
 - Expand access to the Ranch through technology - video and virtual tours, podcasts for smart phones, photo archives data base
 - Fund raising program - donor relations, data base maintenance of pledges and gifts (Little Green Light), model for "Come and See" events focused on the School Tour Program
 - Public communication - Annual Report, social media, web pages, press, TBT Foundation table and volunteer recruitment
 - Track and report progress using KPIs and committee dashboards

6. Adjournment- Charles Devlin adjourned the meeting at 12:45 p.m.

Ellen Smith, Secretary

Board Approval: May 7, 2019