



Camarillo Ranch Foundation
Board of Directors Meeting Minutes
September 1, 2021 – 5:30 pm
Camarillo Ranch – Zoom Meeting
201 Camarillo Ranch Road
Camarillo, CA. 93012

286th Meeting
“Preservation, Education, Restoration”

1. **Call to Order** – Chris Valenzuela called the meeting to order at 5:31.
Present: Betty Addieg, Christopher Valenzuela, David Schlangen, Helen Faul, Kathy Taylor, Mary Goldberg, Carmen Nichols (City Rep.) Mike Morgan, Theresa Marvel, Sheryl Gonzalez, Peg-Hicks-Moore, Shelby Paul, Vishnu Patel, and Ana Blattel, **Absent:** Matt Kohagen
2. **Pledge of Allegiance** – Helen Faul
3. **Next Meeting** – October 6, 2021
4. **Minutes** – Minutes of meeting held on August 4, 2021 were unanimously approved with minor corrections.
5. **Public Comments/Board Comments:**
 - a. Public Comments regarding items not on the agenda
No public comments
 - b. Board/City Council Member Comments:
 - i. Carmen Nichols was a guest speaker at the Docent Refresher held on August 25 and 26. She was excited about meeting the Docents and impressed by the event. She stated the City is committed to making the CRF successful.
 - i. Chris Valenzuela and David Schlangen met with the Principal from Camarillo High School, Mathew LaBelle. They were excited to establish a connection with the Principal. Mr. LaBelle asked about the possibility of using the Ranch House as an evacuation location for the students in case of an emergency. David told Mr. LaBelle, he would contact the City. The city would have the final decision.
 - ii. David received a letter from Caltrans about the possibility of a 101-freeway expansion around Flynn Road off-ramp. Caltrans asked for input on how this might affect the Camarillo Ranch House. David responded with concerns about the remaining eucalyptus trees.
 - iii. Chris and David thanked the Docents for the Refresher event held last week. They were impressed with the professionalism of the Camarillo Ranch House Docents and enjoyed their House Tours.

- iv. Theresa Marvel also attended the Refresher Event and encouraged all CRF Boards members who were unable to attend, to go on a House Tour and a School Tour. She was able to attend both days.
- v. Theresa thanked Carmen and the City for the donation of used lateral file cabinets for the office.
- vi. Ana Blattel thanked Carmen Nichols for speaking at the refresher event. Ana is also concerned about getting ready for the House opening on September 11. What will the Docents need to feel comfortable giving tours? How will the CRF support the re-opening? Will anyone else have keys to the House? These are questions she and other docents have.
- vii. David stated that the Harbor Freight film-shoot held on August 24 went very well. They paid CRF \$1000.

6. Unfinished Business – None

7. New business –

- a. Action to move forward with hiring Location/ Management/Scout
 - i. David and Theresa are meeting to draft three different types of agreements:
 - 1. Film management agreement
 - 2. Site rep. agreement.
 - 3. Location/management agreement
 - ii. These agreements will be sent out to the CRF Board prior to the next meeting for the CRF Board's approval.
 - iii. After a lengthy discussion it was agreed to put this Action on hold until the agreements are approved.
 - iv. CRF is still working with Beau Bright.
- b. Update on Virtual Tour for Website
 - i. David and Ana met with Troy and worked more on the Virtual Tour. David thanked Ana and Sheryl for all their work in staging the Ranch House for the Virtual Tour and upcoming House Tours.
 - ii. David will be working with Troy to add a drone image over the House.
 - iii. CRF has paid \$1,225 so far; this money comes from a grant provided by the Meadow Lark Service League. There will be a monthly cost of \$15. Mike Morgan has graciously offered to pay the first 4 months.
 - iv. Chris is working on how to add a donate button to the Website for the Virtual Tour.
- c. Update on *Blue Moon Ball* September 24th event
 - i. Chris provided an update on the event.

- ii. The Premier will be an outdoor event with people asked to bring their own chairs. The movie will also be showing in the Barn.
 - iii. Four Radio stations will be advertising the event and selling tickets. It is being advertised on the CRF Website, the Marque at City Hall, Facebook, Instagram, local newspapers and the local government TV Channel. CRF Board members are asked to distribute flyers in the community. If possible signs will be out in front of the House.
 - iv. Cost of tickets will be \$15 a person or 2 for \$25. Kids under 8 are free. Tickets may be purchased on-line or at the gate. On-line ticket sales are limited to 2000. There will be different lines at the gate for cash purchases, credit cards and advanced sales.
 - v. There will be six food trucks with 10% of the trucks sales going to CRF. Institution Ale Co. will be pouring beer. Also CRF will be selling a variety of items, such as hats, glasses, etc. with all proceeds going to CRF. Raffle tickets will be available for purchase and a silent auction will be held.
 - vi. The Stars of the movie will be there to sign autographs.
 - vii. The event will be from 4:30 to 10:00pm. The movie will be at 7:00. Activities stop at 9:00.
 - viii. All Board members are asked to help at the event. David will send out a sheet with assigned areas for each Board member. At the next Docent meeting on September 9, Docents will be asked to help.
 - ix. Chris, Peg and David have worked very long and hard. All members of the CRF Board thanked them for all their hard work and time.
- d. Update on office volunteers
- i. Ana met with two people, Karin Farrin and Sue Schlegel, who have volunteered to work in the office. There is a third person who is interested however was unable to attend the meeting. They will work on Wednesdays. Sandy Nirenberg will meet with them to instruct them on how to use the computer, retrieve emails and answer the phone. Sandy has also volunteered to come once a month if the volunteers need help.
- e. Committee Reports
- i. Executive/Finance Committee
 - 1. The Executive Committee met to create the Board Agenda for the September 1st meeting.
 - 2. Helen Faul didn't have a report on the finances.

ii. Education and Legacy Committee:

1. Ana Blattel stated the Refresher days went well. There was a good turnout of Docents and CRF Board members. She thanked all the Docents for all their time and hard work.
2. Ana recognized and thanked Theresa Marvel for all she does. Theresa has been researching items to sell during special events. She was also instrumental in getting the file cabinets for the office.
3. A new exhibit in the cabinet in the upstairs hallway has been dedicated to Juan Camarillo. This display is in the beginning stages and other items will be added.

iii. Social Media Task force – Chris Valenzuela and Mary Goldberg

1. Different historical articles are being added to the website. Many of these articles are captured from articles Beth Miller sends out.
2. People are encouraged to share posts on Facebook and other social Media.

iv. Fund Development Committee

Mike Morgan reported that Rancho Campana High School is having four concerts with proceeds going to the High Schools for their ASB programs. He suggested that maybe later on this might be an avenue for CRF to raise money.

8. Reports – n/a

9. Closed Session – n/a

10. Adjournment – Chris Valenzuela adjourned the meeting at 7:33

Future Topics

CRF Subcommittee Meetings – The Foundations subcommittees meet monthly or as indicated below. All meetings are currently held virtually.

Docent Executive Committee	First Friday	9:15am.
Executive/Finance Committee	Third Tuesday	5:30pm.
Social Media Task Force	Second Thursday	5:00pm.
Education and Legacy Committee	Second Friday	10:00am.
Fund Development Committee	No date at this time	

Distribution:

Camarillo Ranch Foundation Board Members
City Clerk, City of Camarillo

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