



Camarillo Ranch Foundation

Board of Directors

April 1, 2026 Meeting Minutes

Camarillo Ranch
201 Camarillo Ranch Road
Camarillo, CA 93012

337th Meeting

“Preservation, Education, Restoration”

The regular monthly meeting of the Camarillo Ranch Foundation was held on Wednesday, April 1, 2026, at 5:30 p.m., in the Ranch Office at the Camarillo Ranch, the President being in chair and the Secretary present.

1. **Call to Order:** President Chris Valenzuela called the meeting to order at 5:30 P.M.
 - a) President Chris Valenzuela stated the presentation to the City of Camarillo was very well received.
 - b) **Parliamentarian Remarks:** Everyone wished Gerry Olsen a happy 92nd birthday.
2. **Pledge of Allegiance:** Ana Blattel led the Board in the Pledge of Allegiance.
3. **Present:** Chris Valenzuela, Ana Blattel, Adrio DeCicco, Helen Faul, Lisa Lutz, Theresa Marvel, Vishnu Patel, Patricia Turner and Kathy Taylor **Guest:** Gerry Olsen
4. **Minutes:** The minutes of the March 4, 2026 meeting was approved.
5. **Next Meeting:** Our next meeting will be held on May 6, 2026.
6. **Important Upcoming Date:**
 - Afternoon Tea Event – Sunday, April 26th
7. **Public Comments/City Comments/Special Guest:**
 - a. Public Comments-no members of the Public were present
 - b. City Comments – no City comments
8. **Financial Report-Helen Faul:**
 - a. Helen Faul reported the following income: \$100 donation in memory of Pat Craig, \$104 received from Photo Passes, \$25 donation in memory of Dave Kousa, \$26 from our donation box and \$282.92 for a deposit returned from Nexa Phone. House Tour donations realized \$59 and tour fees made \$580. Expenses were \$193.05 for postcard advertisement and supplies cost \$43.69. The current balance in the Edward Jones Endowment Account is \$127,719.24.
9. **Unfinished Business:**
 - a. **Action/Discussion – Update from Insurance Representative:** The insurance representative was not available for our meeting. A daytime appointment is preferred. A Zoom meeting might be the answer to making this happen.

- b. **Action/Discussion – Heaters for Barn:** Adrio DeCicco presented a revised Letter of Agreement. It was reviewed by the Board members and it was decided to put this item on hold.
- c. **Action/Discussion – Endowment Fund & Checking Account:** The average balance for the CRF checking account ranges from \$55,000 to \$82,000. In order to invest some of the CRF funds, a minimum needs to be established. The Finance Committee members (Helen Faul, Adrio DeCicco and Vishnu Patel) will meet and bring back recommendations for the CRF Board at the May 6, 2026 meeting.
- d. **Action/Discussion – Archives Update:** Theresa Marvel met with the Museum of Ventura County. An inventory list will be drawn up for the next meeting. A “Deed of Gift” document will ultimately be issued. It is a legally binding document that voluntarily transfers ownership of assets from one party to another. Our documents will be stored at Museum of Ventura County new building on Flynn Road in Camarillo. They will be accessible for research.
- e. **Action/Discussion – “Adolfo’s Birthday” Date:** The date of Sunday, September 27, 2026 was proposed as the new date for the event due to the thatching of the lawn. Chris Valenzuela made a motion to move the Birthday celebration to Sunday, September 27, 2026. The vote was unanimous for the new date.

10. **New Business:**

- a. **Action/Discussion – New Board Member Application:** It was decided to move this item to the May 6, 2026 meeting. Kathy Taylor is going to research a revised Board Application for new members.
- b. **Action/Discussion - Approve Committee Budget Template & Timeline:** The Committee Budget template was approved after discussion and some minor corrections. A motion was made by Kathy Taylor to approve the template. All members voted in favor of the template. The Timeline will be brought to the May 6, 2026 meeting.
- c. **Action/Discussion - Policies & Procedures, Filming Contract:** Move to May 6, 2026 Board Meeting.
- d. **Action/Discussion - Additional Outdoor Signage (Front Gate Sign and Tractor Sign):** A new phone number is needed in order to correct the Front Gate Sign. The Education and Legacy Committee is working on the sign for the Tractor. Gerry Olsen suggested that a sheet with sign specifications be developed.
- e. **Action/Discussion - Compensation for Support Services (IT and Graphic Designer):** A discussion centered on the parameters of what makes a volunteer. Chris Valenzuela made a motion to recompense our IT support person. The motion was not voted upon. Gerry Olsen suggested that a contract may need to be developed to handle necessary services. This item was moved to the May 6, 2026 meeting.
- f. **Action/Discussion - CRF Office & House Protocol, Storage & Access:** Patricia Turner again requested the opportunity to copy the DVD’s for training purposes. These items are not available due to their fragile nature and ongoing negotiations regarding the archives with the Museum of Ventura County.

11. **Committee Reports:**

- a. **Executive Committee:** Items discussed at the meeting with the City – during thatching of the lawn discounts might be given for weddings. The City made a complaint to the Business Park

and asked them to remove the wrong way signs. The irrigation system for the planting beds is not working – the beds will be replaced in June by a volunteer. The City is promoting the Camarillo General Plan for the year 2050. There was discussion about remodeling of the restrooms at the Ranch but the City decided against it. Windows in the attic in the Ranch House will be repaired.

- b. Docent Committee:** Patricia Turner reported that the speaker for the next Docent Meeting on Wednesday, April 8th will be Beth Miller who will speak about Tweedy (Adolfo’s daughter-in-law). It was also reported that we have two new provisional Docents. Heidi Eng, last month’s speaker, invited the Docents to meet her White Horse on Monday, April 13, 2026.
- c. Education and Legacy Committee:** Inventory and signage projects are ongoing.
- d. Events Committee:** The Afternoon Tea (April 26, 2026) is sold out.
- e. Fund Development Committee:** It was decided to combine the Fund Development and Finance Committee. They will meet on the 2nd Wednesday of the month at 4 P.M.
- f. Policies and Bylaws Review Ad Hoc Committee:** The Policies and Procedures are available to be given to Erin Boskovich.

12. Board Member Comments: Theresa Marvel thanked Ana Blattel for her years of work as the Costume Coordinator for the Docents. Ana has resigned from that position. Theresa Marvel also thanked Joan Olsen (Gerry Olsen’s wife) for her support in making docent costumes. The Morgan family has not made a decision as yet regarding a memorial to Mike Morgan. Helen Faul will check on the current funding amount for the memorial.

13. Closed Session: N/A

14. Future Topics: N/A

15. Adjournment – The meeting was adjourned at 8:22 P.M. in memory of Patricia Craig.

CRF Subcommittee Meetings – The Foundations subcommittees meet monthly or as indicated below. Meetings are held in-person or virtually.

Executive/Finance Committee	Third Tuesday	5:30 PM
Docent Committee	First Friday	9:30 AM
Education and Legacy Committee	Third Friday	10:00 AM
Docent Meeting	Second Wednesday	3:00 PM
Fund Development	Second Wednesday	4:00 PM
Event Committee	Third Wednesday	5:00 PM
Social Media Task Force	as needed	
Edward Jones Investment Study Ad Hoc Committee	TBA	
Policies and Bylaws Review Ad Hoc Committee	TBA	
Volunteer Recruitment Committee	TBA	

Kathy Taylor

Distribution:
Camarillo Ranch Foundation Board Members

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