

PLEASANT VALLEY RECREATION AND PARK DISTRICT

Conference Room

1605 E. Burnley Street, Camarillo, CA 93010

**THE FOUNDATION FOR PLEASANT VALLEY
RECREATION AND PARKS**

SPECIAL BOARD MEETING

AGENDA

Wednesday, January 25

5:30 P.M.

Please Note: In keeping in alignment with current orders from the Ventura County Health Officer, face coverings are not required but are welcomed and encouraged in indoor public settings and businesses. The Foundation thanks you for your cooperation and understanding.

1. CALL TO ORDER

2. MEMBERS IN ATTENDANCE

3. APPROVAL OF AGENDA- Motion to approve

4. PUBLIC COMMENT - In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public. If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date for discussion. Speakers will be allowed three minutes to address the Board.

5. CONSENT AGENDA - Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion and by one motion. If discussion is desired the item will be removed from the Consent Agenda for discussion and voted on as a separate item. If no discussion is desired, then the suggested action is for the Chair to request that a motion be made to approve the Consent Agenda.

A. Minutes for Board Meeting – January 11, 2023

Approval receives and files minutes.

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6. NEW ITEMS – DISCUSSION/ACTION

A. Poker for the Parks Event Planning- March 16, 2023

Review updates.

i. Event Date

ii. Catering

a. Flat Fish Brewing Co. event space and food.

iii. Event Flyer Corrections

iv. Poker Tables

a. Last day to add poker tables.

v. Grand Prizes

B. Office Supplies

Approval to purchase banner vinyl to market events.

- i. Canon Solutions Quote

C. Board Expectations

Review recommended updates to current Board Expectations from board members and draft a new one.

7. ORAL COMMUNICATION

Informal items from Board Members or staff not requiring action.

8. ADJOURNMENT

Note: Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the day preceding the meeting.

Announcement: Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Board meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager, at 482-1996, extension 114. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.

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1605 E. Burnley Street, Camarillo, CA 93010

THE FOUNDATION FOR PLEASANT VALLEY
RECREATION AND PARKS

BOARD MEETING

MINUTES

Wednesday, January 11
5:30 P.M.

1. **CALL TO ORDER**– Meeting was called to order at 5:39 pm by Board Member Elaine Magner
2. **MEMBERS IN ATTENDANCE** - Board Member Elaine Magner, Board Member/General Manager Mary Otten, Board Member Julie Navarro, Board Member Bev Dransfeldt, Board Member Linda Lamb

ABSENT: Board Member Janet Dixon
3. **APPROVAL OF AGENDA**- A motion was made by Board Member Bev Dransfeldt to approve the agenda and seconded by Board Member Julie Navarro. The motion carried 5-0.
4. **PUBLIC COMMENT** – None
5. **CONSENT AGENDA** - A motion was made by Board Member Julie Navarro to approve the Consent Agenda and seconded by Board Member Bev Dransfeldt. The motion carried 5-0.

A. Minutes for Board Meeting – December 14, 2022

6. NEW ITEMS – DISCUSSION/ACTION

A. Foundation Financials- January – December 2022

A motion was made by Board Member Julie Navarro to approve the financials and seconded by Board Member Mary Otten. The motion carried 5-0.

B. Poker for the Parks- March 18, 2023

- i. Campaign
 - a. New Play Equipment
- ii. Poker Tables
 - a. A motion was made by Board Member Mary Otten to approve the Music As You Like It Productions proposal of \$1,675 for five poker tables to include dealers and chips. Seconded by Board Member Bev Dransfeldt. The motion carried 5-0.
 - b. Board would like to know the deadline to add poker tables if more people register for the event.

- iii. Ticket Cost
 - a. Initial buy-in \$100 for players and \$25 for spectators.
 - b. Ticket does not include food.
- iv. Catering/Refreshments
 - a. List as Food Available for Purchase and Cash Bar
 - b. Food and drinks to be purchased on own at Flat Fish Brewing Co.
- v. Grand Prizes
 - a. 1st place \$500 gift card, 2nd place \$250 gift card, and 3rd place \$100 gift card
 - b. Secure sponsorship

C. 2023 Calendar of Events

- i. Restaurant Fundraisers, first Wednesday of every month
 - a. January 4, Urbane Café
 - b. February 1, Panda Express
 - c. March 1, Sharkey’s
 - d. April 5, Toppers
 - e. May 3, Panera
 - f. June 7, Blenders
 - g. July 5, Mister Softee
 - h. August 2, Pending for Jersey Mike’s/Jimmy John’s/Pink’s
 - i. September 6, Snapper Jacks Taco Shack
 - j. October 4, Presto Pasta
 - k. November 1- No restaurant fundraiser this month due to Wonderland of Wreaths
 - l. December 6, Pending for Marie Calendars/Krispy Kreme/Honey Baked Ham
- ii. Poker for the Parks, Saturday, March 18
 - a. Confirm with Flat Fish Brewing Co. Thursday, March 16 or March 23 is available. The 16th as first choice.
- iii. Pool Party, Sunday, May 21
- iv. District Rummage Sale, Saturday, June 17
- v. Painting with a Purpose, Thursday, July 20
- vi. Party for the Parks, Saturday, September, 23
- vii. Wonderland of Wreaths, Friday – Tuesday, October 20 – Nov. 2
 - a. Board finalized dates of the action opening Friday. October 20 at 12pm and closing Friday, November 3 at 12pm with in-person viewing on October 31 at the Districts Halloween in the Park special event.
- viii. Giving Tuesday, Tuesday, November 28

7. ORAL COMMUNICATION- Special Board Meeting on Wednesday, January 25 at 5:30 pm.

8. ADJOURNMENT -Meeting was adjourned at 7:32 pm.

Respectfully submitted,

Approval,

**Bev Dransfeldt
Secretary**

**Elaine Magner
Chair**