

**PLEASANT VALLEY RECREATION AND PARK DISTRICT**

**Conference Room**

**1605 E. Burnley Street, Camarillo, CA 93010**

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

**REGULAR BOARD MEETING**

**AGENDA**

**Wednesday, April 12**

**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 – March 8, 2023**

Approval receives and files minutes.

Pg. 1-2

**B. Financial Report**

Monthly financial reports are presented to the Board for information.

Approval receives and files the financial reports for March 2023.

Pg. 3-6

**6. NEW ITEMS – DISCUSSION/ACTION**

**A. Toppers Fundraiser Sales**

Review of funds raised on April 5, 2023, based on 20% of sales.

**B. Splash into Summer Pool Party- May 21, 2023**

i. Partners/vendors update.

a. PizzaMan Dan's

b. Stop Drowning Now

- c. Pleasant Valley Swim Team
- d. SC Diving

**C. Party for the Parks Planning- September 23, 2023**

- i. Theme
  - a. Nature or Country
- ii. Catering
  - a. BBQ onsite or other source
- iii. Entertainment
  - a. Live band
- iv. Sponsorships
  - a. Dessert Sponsor
  - b. Coffee Sponsor
  - c. Alcohol Sponsor- currently have 9 red and 7 white wine bottles
  - d. Music Sponsor
- v. Donations
  - a. Wine wall- currently have 36 bottles
  - b. Silent auction
  - c. Raffle items
- vi. Tickets
  - a. Single Ticket- \$100 or \$120 for early bird with \$150 for regular cost,
  - b. Table- \$1,000 for table sponsor
- vii. Tables
  - a. 72” round (8 people) or 96” round (10 people)
- viii. Campaign/Purpose for event and donations received

**D. Rummage Sale- June 17, 2023**

- i. 7AM-12PM
- ii. Collection of goods

**E. Wonderland of Wreaths**

- i. Making of wreaths
- ii. Sponsorship levels

**F. Event Committee**

- i. Board to appoint two board members onto event committee
- ii. Event committee meetings

**G. Recruitment Status**

- i. Board Members
- ii. Fundraising Event Committee Members

**H. Next Month's Fundraiser**

- i. May 3 at Panera
  - a. 4-8PM
  - b. 20% of total purchases with flyer will be donated to the Foundation.

**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.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT**

**Conference Room**

**1605 E. Burnley Street, Camarillo, CA 93010**

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

**REGULAR BOARD MEETING**

**MINUTES**

**Wednesday, March 8**

**5:30 P.M.**

- 1. CALL TO ORDER**– Meeting was called to order at 5:36pm by Board Member Julie Navarro.

**MEMBERS IN ATTENDANCE**- Board Member Julie Navarro, Board Member Bev Dransfeldt, Board Member Janet Dixon, Board Member Linda Lamb

**ABSENT:** Board Member Elaine Magner, Board Member/General Manager Mary Otten

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

**A. Minutes for Board Meeting – February 8, 2023**

**B. Financial Report**

- 5. NEW ITEMS – DISCUSSION/ACTION**

**A. New Bank Update**

- i. Motion was made by Board Member Board Member Janet Dixon to approve the Corporate Resolution for Ventura County Credit Union and seconded by Board Member Bev Dransfeldt. The motion carried 4-0.

**B. Sharky’s Fundraiser Sales**

- i. Raised \$52.53. Sharky’s issued a check for \$70.00. With a \$5 cash donation toward fundraiser, total profit from was \$75.00.

**C. Poker for the Parks Event Update**

- i. Cancelled due to unforeseen circumstances with the venue. Total loss from poker table deposit, gambling permit, and Bloomerang processing fees, \$947.05.

**D. Splash into Summer Pool Party Event Planning- May 21, 2023**

- i. Pizzaman Dan’s is booked as a fundraiser. They are offering individual pizzas for \$7 and soda and water for \$2. Pizzaman Dan’s will donate 20% of sales.
- ii. Kona Ice or Tikiz’s Shaved Ice is pending to be booked.
- iii. Activities are pending based on partners/sponsors.

**E. Party for the Parks Planning- September 23**

- i. Venue – Camarillo Grove Park.
- ii. Time- 5:30pm with dinner at 6:30pm.
- iii. Theme- Nature or Country, will revisit at next board meeting.
- iv. Catering- BBQ onsite or other source, will revisit at next board meeting.
- v. Entertainment- Live band, will revisit at next board meeting.
- vi. Donations/Campaign- Need to revisit at next board meeting.
  - a. Dessert
  - b. Coffee
  - c. Alcohol
  - d. Wine wall
  - e. Silent auction vs. live
  - f. Raffle items
- vii. Single Ticket/Table Prices- \$100 or \$120 for early bird with \$150 for regular cost, and \$1,000 for table sponsor. Need to revisit at next board meeting.
- viii. Sponsors- Pending table sponsors.

**F. Recruitment**

- i. Begin looking for board members and people to join the event committee. Event committee members can help plan Party for the Parks.

**G. Next Month's Fundraiser**

- i. April 5, 2023, at Topper's Pizza from 3:30pm-9:00pm. 20% of purchase with flyer will be donated to the Foundation.

**6. ORAL COMMUNICATION-** None

**7. ADJOURNMENT-** Meeting was adjourned at 6:41pm.

**Respectfully submitted,**

**Bev Dransfeldt  
Secretary**

**Approval,**

**Elaine Magner  
Chair**

# Management Report

Foundation for Pleasant Valley Recreation and Parks  
For the period ended March 31, 2023



Prepared on  
April 5, 2023

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# Statement of Activity

March 2023

	<b>Total</b>
<b>REVENUE</b>	
Contributed income	
Fundraiser	
Poker for the Parks Tournament	-299.15
Restaurant Fundraiser	181.40
<b>Total Fundraiser</b>	<b>-117.75</b>
<b>Total Contributed income</b>	<b>-117.75</b>
<b>Total Revenue</b>	<b>-117.75</b>
<b>GROSS PROFIT</b>	<b>-117.75</b>
<b>EXPENDITURES</b>	
<b>Total Expenditures</b>	
<b>NET OPERATING REVENUE</b>	<b>-117.75</b>
<b>NET REVENUE</b>	<b>\$ -117.75</b>



# Statement of Financial Position

As of March 31, 2023

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Business Checking	92,159.57
<b>Total Bank Accounts</b>	<b>92,159.57</b>
<b>Total Current Assets</b>	<b>92,159.57</b>
<b>Fixed Assets</b>	
Improvements	
Camarillo Grove Nature Education Classroom	18,266.80
<b>Total Improvements</b>	<b>18,266.80</b>
<b>Total Fixed Assets</b>	<b>18,266.80</b>
<b>TOTAL ASSETS</b>	<b>\$110,426.37</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Opening balance equity	100,519.45
Retained Earnings	6,801.27
Net Revenue	3,105.65
<b>Total Equity</b>	<b>110,426.37</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$110,426.37</b>

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**Important Dates:**

- Board Meeting @ 5:30PM
- Annual Meeting
- Annual Training- Date TBD
- \*Annual Board of Directors Meeting, March 1

FUNDRAISERS	
Urbane Café	January 4
Panda Express	February 1
Sharkey's	March 1
Toppers	April 5
Panera	May 3
Blenders	June 7
Mister Softee	July 5
Painting with a Twist	July 20
Loru's Cafe	August 2
Snapper Jacks	September 6
Presto Pasta	October 4
Giving Tuesday	November 28
TBD	December 6

EVENTS	
Poker for the Parks	March 16
Pool Party	May 21
District Rummage Sale	June 17
Party for the Parks	September 23
Wonderland of Wreaths	Oct. 20 – Nov.3 <i>In-person viewing</i> October 31