

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, March 8

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 – February 8, 2023

Approval receives and files minutes.

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B. Financial Report

Monthly financial reports are presented to the Board for information.

Approval receives and files the financial reports for February 2023.

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6. NEW ITEMS – DISCUSSION/ACTION

A. New Bank Update

Approval of adopting the Resolution to open a corporate bank account at Ventura County Credit Union.

B. Sharkey’s Fundraiser Sales

Review of funds raised on March 1, 2023, based on 20% of sales.

C. Poker for the Parks Event Update

Review updates.

D. Pool Party Event Planning- May 21, 2023

- i. Food truck updates.

E. Party for the Parks Planning- September 23

- i. Venue
- ii. Time
- iii. Theme
- iv. Catering
- v. Entertainment
- vi. Donations/Campaign
- vii. Single Ticket/Table Prices
- viii. Sponsors

F. Recruitment

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

G. Next Month's Fundraiser

- i. April 5, 2023, at Topper's Pizza
 - a. 3:30 PM thru 9:00 PM
 - b. A hard copy of the flyer or digital flyer on a phone will be accepted by the cashiers.
 - c. 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**

BOARD MEETING

MINUTES

Wednesday, February 8, 2023
5:30 P.M.

1. **CALL TO ORDER**– Meeting was called to order at 5:41pm 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,

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

A. Minutes for Board Meeting – January 25, 2023

B. Financial Report

6. NEW ITEMS – DISCUSSION/ACTION

A. Board Expectations

- i. Motion was made by Board Member Board Member Bev Dransfeldt to approve the updated expectations and seconded by Board Member Julie Navarro. The motion carried 4-0.

B. Board Officer Positions

- i. Chair – Nomination for Board Member Elaine Magner, no other nominations. Board elected Board Member Elaine Magner 4-0.
- ii. Vice Chair – Nomination for Board Member Julie Navarro, no other nomination. Board elected Board Member Julie Navarro 4-0.
- iii. Secretary – Nomination for Board Member Bev Dransfeldt, no other nomination. Board elected Board Member Bev Dransfeldt 4-0.

C. Committees

- i. Motion was made by Board Member Board Member Julie Navarro to approve the formation of committees and seconded by Board Member Bev Dransfeldt. The motion carried 4-0.

D. New Bank

- i. Motion was made by Board Member Board Member Elaine Magner to approve the Foundation moving from Mechanics Bank to Ventura County Credit Union and seconded by Board Member Julie Navarro. The motion carried 4-0.

E. Panda Express Fundraiser Sales

- i. Have not received the sale total will send email when we get it.

F. Poker for the Parks Event Planning – March 16, 2023

- i. Ticket Sales – 3 regular entries, 1 spectator entry, 1 spectator dinner entry
- ii. Grand Prizes – Possible recommendations for Gift Cards – Costco & Whole Foods
- iii. Board Member Board Member Bev Dransfeldt & Board Member Elaine Magner gave update for food and venue.

G. Pool Party Event Planning – May 21, 2023

- i. Event Name – Splash into Summer
- ii. Event Time – 12-5
- iii. Event Fees – Party 4-Pack - \$50, Single entry- \$15
- iv. Activities – Games and looking for Sponsors to host booths.
- v. Food Trucks – Mister Softees & Pizza Man Dan.

H. Next Month’s Fundraiser

- i. Sharkey’s 20% of purchases with flyer.

7. ORAL COMMUNICATION- None

8. ADJOURNMENT -Meeting was adjourned at 6:34 pm.

Respectfully submitted,

**Bev Dransfeldt
Secretary**

Approval,

**Elaine Magner
Chair**

Management Report

Foundation for Pleasant Valley Recreation and Parks
For the period ended February 28, 2023



Prepared on
March 6, 2023

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Statement of Activity

February 2023

	Total
REVENUE	
Contributed income	
Fundraiser	
Poker for the Parks Tournament	-638.35
Total Fundraiser	-638.35
In-Kind Donation	55.41
Total Contributed income	-582.94
Total Revenue	-582.94
GROSS PROFIT	
-582.94	
EXPENDITURES	
Office expenses	
Printing & photocopying	391.02
Software & apps	
Bloomerang	1,652.50
Total Software & apps	1,652.50
Total Office expenses	2,043.52
Uncategorized Expense	
Dedication	
Bench	1,145.87
Total Dedication	1,145.87
Projects	
Camarillo Grove Nature Education Classroom	120.22
Total Projects	120.22
Total Uncategorized Expense	1,266.09
Total Expenditures	3,309.61
NET OPERATING REVENUE	-3,892.55
NET REVENUE	\$ -3,892.55

Statement of Financial Position

As of February 28, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
Business Checking	92,277.32
Total Bank Accounts	92,277.32
Total Current Assets	92,277.32
Fixed Assets	
Improvements	
Camarillo Grove Nature Education Classroom	18,266.80
Total Improvements	18,266.80
Total Fixed Assets	18,266.80
TOTAL ASSETS	\$110,544.12
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening balance equity	100,519.45
Retained Earnings	6,801.27
Net Revenue	3,223.40
Total Equity	110,544.12
TOTAL LIABILITIES AND EQUITY	\$110,544.12



Foundation for Pleasant Valley Recreation and Parks

Profit and Loss by Tag Group

January 1 - March 1, 2023

	INITIAL BUY IN TICKET	POKER TABLES	SPECTATOR & DINNER TICKET
Revenue			
Contributed income			
Fundraiser			
Poker for the Parks Tournament	299.15	-937.50	
Total Fundraiser	299.15	-937.50	
In-Kind Donation			50.86
Total Contributed income	299.15	-937.50	50.86
Total Revenue	\$299.15	\$ -937.50	\$50.86
GROSS PROFIT	\$299.15	\$ -937.50	\$50.86
Expenditures			
Total Expenditures			
NET OPERATING REVENUE	\$299.15	\$ -937.50	\$50.86
NET REVENUE	\$299.15	\$ -937.50	\$50.86

Ticket Breakdown:

\$350.01 Total Ticket Sales (4)
 -\$308.70 Ticket Refunds (3)
 \$ 41.31 Profit from Donation

Breakdown of Loss:

\$837.50 poker tables deposit
 \$100 gambling permit
 \$9.55 Bloomerang processing fees

\$947.05 Loss