

PLEASANT VALLEY RECREATION AND PARK DISTRICT

Conference Room

1605 E. Burnley Street, Camarillo, CA 93010

**FOUNDATION FOR PLEASANT VALLEY
RECREATION & PARKS**

REGULAR BOARD MEETING

AGENDA

Wednesday, October 9, 2024

5:30 PM

- 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

Approval of minutes from September 11, 2024.

Pg. 1-2

B. Monthly Financial Report

Monthly financial report presented to the Board for information.

Pg. 3-10

Approval of the financial report for September 2024.

6. NEW ITEMS – DISCUSSION/ACTION

A. Event Committee Updates

I. Party for the Parks

a. Post-event review presented by Board Liaison.

II. Cornhole Tournament 2024 Winner Boards

a. Sponsor of cornhole board winners has been unresponsive. Board to discuss approval of purchasing two sets of board for the winning team at cost of \$600 from Cornhole Good.

Pg.11-12

III. Cornhole Tournament 2025

a. Announcement of event name set by the District

b. Event date and time set by the District

IV. Request of Supplies

- a. Board to review quote from Amazon for the purchase of storage container bins at the cost of \$172.62 to come out of the \$400 approved storage bin office supplies FY24-25 budget.

Pg.13-14

B. Forming of Committees

- I. Bingo Committee opportunity presented by General Manager, Mary Otten
II. Revisit forming a PR Committee

C. Strategic Planning

- I. Revisit 2025 event fundraisers and dates based on new Cornhole Tournament date.

D. Purchase of Branded Table Runner

Board to review quote from Coastal Embroidery for the purchase of two table runners with new logo at the cost of \$128.70 to come out of the \$200 approved branded tablecloth runners marketing FY24-25 budget.

Pg. 15

E. Letterhead

Board to review and approve new digital letterhead

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

**FOUNDATION FOR PLEASANT VALLEY
RECREATION & PARKS**

REGULAR BOARD MEETING

MINUTES

Wednesday, September 11, 2024

5:30 PM

1. **CALL TO ORDER** - Meeting was called to order at 5:32pm by Vice-Chair Julie Navarro.
2. **MEMBERS IN ATTENDANCE** - Board Member Julie Navarro, Board Member Bev Dransfeldt, Board Member/General Manager Mary Otten, Board Member Jodie Peña, Board Member Ann DeMartini, Board Member Brett DeCarlo

STAFF: Board Liaison Kaleen Gage

3. **APPROVAL OF AGENDA**- A motion was made by Board Member DeMartini to approve the agenda and seconded by Board Member Peña. The motion carried 6-0.
4. **PUBLIC COMMENT** – None.
5. **CONSENT AGENDA** - A motion was made by Board Member Otten to approve the Consent Agenda and seconded by Board Member DeMartini. The motion carried 6-0.
 - A. **Minutes – September 2024**
 - B. **Monthly Financial Report – September 2024**

6. NEW ITEMS – DISCUSSION/ACTION

- A. **Event Committee Updates** - Board Liaison, Kaleen Gage, presented updates on the 2024 fundraisers:
 - I. Party for the Parks, September 27, 2024 – the Board received updates on and discussed:
 - a. Ticket sales
 - b. Board members’ purchase of tables
 - c. Sponsors
 - d. Opportunity prizes
 - e. Event schedule
 - II. Games Galore for Adults, February 8, 2025
 - a. The Event Committee received direction and recommendations from the Board to begin planning.
- B. **Cornhole Tournament Proceeds** – A motion was made by Board Member Peña to approve and allocate the cornhole tournament proceeds of \$1,298.78 for the purchase of a filtered drinking fountain for the Aquatic Center and seconded by Board Member DeMartini. The motion carried 6-0.
- C. **Summerpalooza** – An update was provided by Board Liaison Gage regarding Summerpalooza. The District will be creating a different type of event with a new date. Further information and details will be provided as the event develops.

- D. **Strategic Planning** – A motion was made by Board Member Peña to approve the updated and rebranded logos for the Foundation presented by Board Member DeCarlo and seconded by Board Member Navarro. The motion carried 6-0.
- E. **10-year Anniversary** – The Foundation’s 10-year anniversary will be on November 25, 2024. The celebration will kick off at this year’s Party for the Parks and will conclude at the 2025 event.

7. **ORAL COMMUNICATION** – None.

8. **ADJOURNMENT** - Meeting was adjourned at 7:09pm by Vice-Chair Navarro.

Respectfully submitted,

Approval,

Bev Dransfeldt
Secretary

Julie Navarro
Vice-Chair

Management Report

Foundation for Pleasant Valley Recreation and Parks
For the period ended September 30, 2024



Prepared on
October 4, 2024

Table of Contents

Statement of Activity Detail3

Statement of Financial Position8

Statement of Activity Detail

September 2024

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Ordinary Revenue/Expenditures							
Revenue							
Contributed income							
Fundraiser							
Party for the Parks							
09/06/2024	Deposit		Stripe	Party for Parks 2024: Ticket Sales	VCCU Checking	242.45	242.45
09/12/2024	Deposit		Stripe	Party for Parks 2024: Ticket Sales	VCCU Checking	248.21	490.66
09/13/2024	Deposit		Stripe	Party for Parks 2024: Ticket Sales	VCCU Checking	868.74	1,359.40
09/20/2024	Deposit		Stripe	Party for Parks 2024: Ticket Sales	VCCU Checking	970.70	2,330.10
09/24/2024	Deposit		Stripe	Party for Parks 2024: Ticket Sales	VCCU Checking	970.39	3,300.49
09/25/2024	Deposit		Stripe	Party for Parks 2024: Ticket Sales	VCCU Checking	393.12	3,693.61
09/27/2024	Receipt	1070		25 Tickets for \$20 (one sheet)	Payments to deposit	40.00	3,733.61
09/27/2024	Receipt	1068		25 Tickets for \$20 (one sheet)	Payments to deposit	20.00	3,753.61
09/27/2024	Receipt	1069		25 Tickets for \$20 (one sheet)	Payments to deposit	40.00	3,793.61

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
09/27/2024	Receipt	1071		25 Tickets for \$20 (one sheet)	Payments to deposit	40.00	3,833.61
Total for Party for the Parks							\$3,833.61
Bar Ticket Sales							
09/27/2024	Receipt	1067		Drink Tickets	Payments to deposit	34.00	34.00
Total for Bar Ticket Sales							\$34.00
Donation							
09/19/2024	Deposit		Ambers Light Lions Club	Party for Parks 2024: Donation	VCCU Checking	500.00	500.00
Total for Donation							\$500.00
Total for Party for the Parks with sub-accounts							\$4,367.61
Restaurant Fundraiser							
09/19/2024	Deposit		Mister Softee	Mister Softee Fundraiser 2024	VCCU Checking	66.65	66.65
09/19/2024	Deposit		Snapper Jacks Taco Shack	Snapper Jacks Fundraiser 2024	VCCU Checking	179.92	246.57
Total for Restaurant Fundraiser							\$246.57
Total for Fundraiser							\$4,614.18
Sponsorships							
09/19/2024	Deposit		Ambers Light Lions Club	Party for Parks 2024: Table Sponsor	VCCU Checking	500.00	500.00

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Total for Sponsorships							\$500.00
Total for Contributed income							\$5,114.18
QuickBooks Payments Sales							
09/27/2024	Receipt	1066			Payments to deposit	40.00	40.00
Total for QuickBooks Payments Sales							\$40.00
Total for Revenue							\$5,154.18
Expenditures							
QuickBooks Payments Fees							
09/29/2024	Expenditure		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	VCCU Checking	5.35	5.35
Total for QuickBooks Payments Fees							\$5.35
Uncategorized Expense							
Fundraiser							
Party for the Parks							
Decor							
09/17/2024	Expenditure		Amazon	Party for Parks 2024: Table Decor	VCCU Checking	213.35	213.35
Total for Decor							\$213.35

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Entertainment							
09/30/2024	Check	1163	Best Hollywood DJ	Party for Parks 2024: DJ & Photobooth Balance	VCCU Checking	375.00	375.00
Total for Entertainment						\$375.00	
Food & Beverage							
09/20/2024	Check	1162	Sheryl's Sweet Creations	Party for Parks 2024: Cookies Deposit	VCCU Checking	378.00	378.00
09/29/2024	Expenditure		Smart & Final	Party for Parks 2024: Cups/Dispensers/Etc.	VCCU Checking	119.49	497.49
Total for Food & Beverage						\$497.49	
Other Supplies							
09/13/2024	Expenditure		Baudville	Party for Parks 2024: Award	VCCU Checking	75.50	75.50
09/17/2024	Expenditure		VistaPrint	Party for Parks 2024: New Logo Koozies & Stickers	VCCU Checking	248.00	323.50
Total for Other Supplies						\$323.50	
Rentals							
09/27/2024	Check	1164		Party for Parks 2024: Rentals Balance	VCCU Checking	643.50	643.50
Total for Rentals						\$643.50	
Total for Party for the Parks						\$2,052.84	
Total for Fundraiser						\$2,052.84	

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance	
Total for Uncategorized Expense							\$2,052.84	
Total for Expenditures							\$2,058.19	
Net Ordinary Revenue							\$3,095.99	
Other Revenue/Expenditure								
Other Revenue								
Interest Earned								
09/01/2024	Deposit		Ventura County Credit Union	Interest Rate	VCCU Savings	0.01	0.01	
09/01/2024	Deposit		Ventura County Credit Union	Tiered Rate Earned	VCCU Money Market	47.43	47.44	
Total for Interest Earned							\$47.44	
Total for Other Revenue							\$47.44	
Net Other Revenue							\$47.44	
Net Revenue							\$3,143.43	

Statement of Financial Position

As of September 30, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
VCCU Checking	11,407.62
VCCU Money Market	62,101.21
VCCU Savings	107.03
Total Bank Accounts	73,615.86
Accounts Receivable	
Accounts Receivable (A/R)	2,500.00
Total Accounts Receivable	2,500.00
Total Current Assets	76,115.86
Fixed Assets	
Improvements	
Inclusive Park Equipment Fund	-2,500.00
Total Improvements	-2,500.00
Total Fixed Assets	-2,500.00
TOTAL ASSETS	\$73,615.86
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening balance equity	100,519.45
Retained Earnings	-32,660.86
Net Revenue	5,757.27
Total Equity	73,615.86
TOTAL LIABILITIES AND EQUITY	\$73,615.86



INVOICE

191

Richard B.
Cornhole Good!
4263 Tierra Rejada Road #156
Moorpark, CA 93021

Bill To:
Bryan Rico
ATTN: Kaleen Gage

Ship To:
Will Call

Date: Sep 6, 2024
Payment Terms: Net 10
Due Date: Sep 16, 2024
PO Number: Rico 1

Balance Due: \$300.00

Item	Quantity	Rate	Amount
CG-001 Cornhole Good! Branded Board	1	\$300.00	\$300.00

Subtotal: \$300.00
Tax (0%): \$0.00
Total: \$300.00

Notes:
Please mail checks to the address above.
Please contact for any EFT payments.



INVOICE

192

Richard B.
Cornhole Good!
4263 Tierra Rejada Road
#156
Moorpark, CA 93021

Bill To:
William Chinberg
ATTN: Kaleen Gage

Ship To:
Will Call

Date: Sep 6, 2024
Payment Terms: Net 10
Due Date: Sep 16, 2024
PO Number: Chinberg 1

Balance Due: \$300.00

Item	Quantity	Rate	Amount
CG-001 Cornhole Good! Branded Board	1	\$300.00	\$300.00

Subtotal: \$300.00
Tax (0%): \$0.00
Total: \$300.00

Notes:
Please mail checks to that address above.
Please contact for any EFT payments.

Checkout (3 items)



1 Shipping address

Foundation for Pleasant Valley
Recreation & Parks
1605 BURNLEY ST
CAMARILLO, CA 93010-4524
[Add delivery instructions](#)

[Change](#)

2 Payment method

Paying with Mastercard 0457 [Change](#)
Billing address: Same as shipping address.

^ Add a gift card or promotion code or voucher

Enter code

Apply

3 Offers

[Change](#)

4 Review items and shipping

Arriving Oct 8, 2024 If you order in the next 10 hours and 36 minutes [\(Details\)](#)

Items shipped from Amazon.com



IRIS USA 72 Qt Stackable Plastic Storage Bins with Lids, 4 Pack - BPA-Free, Made in USA - See-Through Organizing Solution, Latches, Durable Nestable Containers, Secure Pull Handle - Clear

\$64.99 & **FREE Returns**

Qty: 1

Sold by: Amazon.com Services, Inc

Gift options not available

Item often ships in manufacturer's container to reduce packaging and reveals what's inside. If this is a gift, consider shipping to a different address.

Choose a delivery option:

Tomorrow, Oct. 4 and Tuesday, Oct. 8

Tuesday, Oct 8

FREE Delivery

Monday, Oct 7 and Tuesday, Oct 8

\$6.99 - Delivery

Tomorrow and Tuesday, Oct 8

\$32.21 - Delivery

Arriving Oct 7, 2024 If you order in the next 10 hours and 36 minutes [\(Details\)](#)

Items shipped from Amazon.com



IRIS USA 13 Qt Stackable Plastic Storage Bins with Lids, 6 Pack - BPA-Free, Made in USA - See-Through Organizing Solution, Latches, Durable Nestable Containers, Secure Pull Handle - Clear

\$34.99 & **FREE Returns**

Qty: 1

Sold by: Amazon.com Services, Inc

Add gift options

Item arrives in packaging that shows what's inside. To

Congratulations Foundation, you are eligible for 30 days of Prime for \$0!

Try Prime FREE

Place your order

By placing your order, you agree to Amazon's [privacy notice](#) and [conditions of use](#).

Order Summary

Items (3):	\$153.97
Shipping & handling:	\$6.99
Total before tax:	\$160.96
Estimated tax to be collected:*	\$11.66

Order total: \$172.62

[How are shipping costs calculated?](#)

hide it, choose **Ship in Amazon packaging.**

Ship in Amazon packaging

Arriving Oct 9, 2024 - Oct 11, 2024

Items shipped from RinboatUS



Rinboat 30 Quart Clear Storage Latch Bins, Large Plastic Storage Box with Wheels, 4 Packs
\$53.99

Qty: 1

Sold by: RinboatUS

Gift options not available

Choose a delivery option:

- Wednesday, Oct 9 - Friday, Oct 11**
FREE Delivery
- Monday, Oct 7**
\$10.51 - Delivery

Place your order

Order total: \$172.62

By placing your order, you agree to Amazon's [privacy notice](#) and [conditions of use](#).

*Why has sales tax been applied? [See tax and seller information.](#)

Need help? Check our [Help pages](#) or [contact us](#)

For an item sold by Amazon.com: When you click the "Place your order" button, we'll send you an email message acknowledging receipt of your order. Your contract to purchase an item will not be complete until we send you an email notifying you that the item has been shipped.

[Important information about sales tax you may owe in your state](#)

You may return new, unopened merchandise in original condition within 30 days of delivery. Exceptions and restrictions apply. See Amazon.com's [Returns Policy](#).

Need to add more items to your order? Continue shopping on the [Amazon.com homepage](#).



2263 Pickwick Dr. Camarillo CA 93010

Estimate

Date	Estimate #
10/3/2024	8279

805-383-5593

Bill To
Pleasant Valley Recreation & Park 1605 E. Burnley Street Camarillo, CA 93010 (805) 482-1996

Ship To
Kaleen Gage

Qty	Item	Size	Color	Description	Price	Total
2	Table Runner	30 x 87		Table Runner	60.00	120.00T

All prices are subject to change without notice. Products are subject to availability and may be discontinued or replaced without prior notice.				Subtotal	\$120.00
Signature _____				Sales Tax (7.25%)	\$8.70
				Total	\$128.70

Our Threads Will Turn Heads!

805-383-5593

Sales@CoastalEmb.net www.CoastalEmb.net

