

FOUNDATION FOR PLEASANT VALLEY RECREATION & PARKS

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

REGULAR BOARD MEETING

AGENDA

**Wednesday, January 22, 2025
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 December 11, 2024. Pg. 1
 - B. Monthly Financial Report**
Monthly financial report presented to the Board for information. Pg. 2-7
Approval of the financial report for December 2024.
- 6. NEW ITEMS – DISCUSSION/ACTION**
 - A. Bingo**
 - I. District MOU Rental Agreement
 - II. Budget for approval
 - B. Business Cards & Name Tags**
Review of business card examples for board approval.
 - C. Cornhole Tournament**
Event Committee Chair to present cornhole tournament team entry fee, sponsorship levels, and prize(s).

D. Fundraiser Campaigns

Discuss the allocation of fundraiser proceeds and goals to support the District.

- I. Operations
- II. Scholarship Fund
- III. Park Amenities
- IV. Inclusive Equipment
 - a. Discussion on current fund balance of \$4,673.00.

F. Next Steps for Strategic Planning

- I. Mission Statement and Vision
- II. Elevator Speech
- II. Partnerships

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.

FOUNDATION FOR PLEASANT VALLEY RECREATION & PARKS

Conference Room

1605 E. Burnley Street, Camarillo, CA 93010

REGULAR BOARD MEETING

MINUTES

Wednesday, December 11, 2024

5:30 PM

- 1. CALL TO ORDER** - Meeting was called to order at 5:34pm by Vice-Chair Julie Navarro.

MEMBERS IN ATTENDANCE - Board Member Julie Navarro, Board Member Bev Dransfeldt, Board Member/General Manager Mary Otten, Board Member Brett DeCarlo, Board Member Ann DeMartini

ABSENT - Board Member Jodie Peña

STAFF - Board Liaison Kaleen Gage

- 2. APPROVAL OF AGENDA**- A motion was made by Board Member Dransfeldt to approve the agenda and seconded by Board Member Otten. The motion carried 5-0.
- 3. PUBLIC COMMENT** – None.
- 4. CONSENT AGENDA** - A motion was made by Board Member Dransfeldt to approve the Consent Agenda and seconded by Board Member DeCarlo. Abstention by Board Member DeMartini. The motion carried 4-0.

A. Minutes for Board Meeting- October 8, 2024, and November 12, 2024

B. Monthly Financial Report – November 2024

- 5. NEW ITEMS – DISCUSSION/ACTION**

A. Election of Officers

Board elected officers for the 2025 term:

Chair- Brett DeCarlo, first year as Chair

Vice-Chair- Julie Navarro, third and final consecutive year as Vice-Chair

Secretary- Ann DeMartini, first year as Secretary

B. Strategic Planning

I. The Board approved no large fundraiser events in 2025 to include Party for the Parks. Fundraisers will continue for Bingo, Cornhole Tournament, Rummage Sale, and dine fundraisers. The Board will elevate fundraisers in 2025 with its plan for 2026.

II. The Board tabled keeping two logos versus one and will determine approval after reviewing business cards and name tags.

- 6. ORAL COMMUNICATION** – None

- 7. ADJOURNMENT** - Meeting was adjourned at 6:35pm by Vice-Chair Navarro.

Respectfully submitted,

Approval,

Ann DeMartini
Secretary

Brett DeCarlo
Chair

Management Report

Foundation for Pleasant Valley Recreation and Parks
For the period ended December 31, 2024



Prepared on
January 5, 2025

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Statement of Activity Detail

December 2024

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Ordinary Revenue/Expenditures							
Revenue							
Contributed income							
Fundraiser							
Restaurant Fundraiser							
12/17/2024	Deposit		Honey Baked Ham	November 2024 Fundraiser	VCCU Checking	187.00	187.00
Total for Restaurant Fundraiser						\$187.00	
Total for Fundraiser						\$187.00	
In-Kind Donation							
12/26/2024	Deposit		Mitty Rose	Stripe-Monthly Recurring Donation	VCCU Checking	23.84	23.84
Total for In-Kind Donation						\$23.84	
Total for Contributed income						\$210.84	
Sales							
Dedications							
Bench							
12/02/2024	Pledge	1072	Jessica Tschetter	Two Boards	Accounts Receivable (A/R)	1,780.00	1,780.00

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
12/18/2024	Pledge	1073	Alex Diaz	Two Boards	Accounts Receivable (A/R)	1,780.00	3,560.00
Total for Bench						\$3,560.00	
Total for Dedications						\$3,560.00	
Total for Sales						\$3,560.00	
Total for Revenue						\$3,770.84	
Expenditures							
QuickBooks Payments Fees							
12/02/2024	Expenditure		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	VCCU Checking	53.22	53.22
12/19/2024	Expenditure		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	VCCU Checking	53.22	106.44
Total for QuickBooks Payments Fees						\$106.44	
Total for Expenditures						\$106.44	
Net Ordinary Revenue						\$3,664.40	
Other Revenue/Expenditure							
Other Revenue							

Date	Transaction Type	Num	Name	Memo/Description	Split	Amount	Balance
Interest Earned							
12/01/2024	Deposit		Ventura County Credit Union	Earned Interest	VCCU Savings	0.01	0.01
12/01/2024	Deposit		Ventura County Credit Union	Earned Interest	VCCU Money Market	47.07	47.08
Total for Interest Earned						\$47.08	
Total for Other Revenue						\$47.08	
Net Other Revenue						\$47.08	
Net Revenue						\$3,711.48	

Statement of Financial Position

As of December 31, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
VCCU Checking	6,465.10
VCCU Money Market	64,741.72
Inclusive Park Equipment Fund	4,673.00
Total VCCU Money Market	69,414.72
VCCU Savings	107.06
Total Bank Accounts	75,986.88
Total Current Assets	75,986.88
TOTAL ASSETS	\$75,986.88
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening balance equity	100,519.45
Retained Earnings	-32,660.86
Net Revenue	8,128.29
Total Equity	75,986.88
TOTAL LIABILITIES AND EQUITY	\$75,986.88