



Pleasant Valley Recreation and Parks District  
1605 E. Burnley Street, Room 1  
Camarillo, CA 93010

**Minutes**

**Tuesday, April 21, 2015**

1. The regular meeting of the Camarillo Council on Aging was called to order by Chair Karen King at 3:01 pm.

**2. ROLL CALL**

Karen King, Chair – Present

Jay Evans, Secretary – Absent

Lois Marcus, Treasurer – Present

Lynn Jones, Member – Present

Arlene Miro – Present

3. **PLEDGE** – Karen King led the pledge.

4. **AMENDMENTS TO THE AGENDA** – None

5. **PUBLIC COMMENTS** – None

**6. CONSENT CALENDAR**

- Council Member Jones moved that the Minutes be approved with the Treasurer's Report received and filed as submitted.
- Council Member Miro, seconded the motion
- Aye - King, Marcus, Jones, Miro                      Absent –Evans

**7. VERBAL LIASON REPORT**

**A. CAMARILLO HEALTH CARE DISTRICT**

Lynn Jones described various activities:

- Compassion and Choices – a discussion about end of life legislation
- HICAP
- Caregivers' Retreat Series on April 16, May 28 and June 15

- Life after Caregiving – support group
- Cooking classes (Spring Menu/Night in Spain/ Mother’s Day)
- A back and neck pain workshop will be offered June 9
- An osteoporosis class will be presented by St. John’s Hospital on June 2
- A class titled Making Decisions for Aging Parents will be offered on May 20
- There are two classes opportunities for gain information on pets – Pet Arthritis and Allergies and “Ask your Vet”

**B. CITY OF CAMARILLO**

Jeffrie Madland reported that Robert Taylor had been appointed by the City Council as a Camarillo representative on VCAAA.

**C. PLEASANT VALLEY RECREATION AND PARK DISTRICT**

Jane Raab provided the following information on PVRPD activities:

- The Spring Dance was held on April 14<sup>th</sup>; approximately 120 people attended
- On April 18<sup>th</sup>, PVRPD held the biannual Rummage Sale; over 188 Community members rented spaces and attendance was good
- A “Maintain Your Brain” class, sponsored by SCAN was offered
- On Thursday, 4/23, the police department will provide a class on identify theft
- May 5 is the 50+ Expo – the auditorium and outside tent are full
  - The Council of Aging will have a table in the auditorium and is also sponsoring the art show
- May 7 is the next lunch and a movie event
- On May 14, HICAP will present a seminar on limiting your out of pocket expenses

**D. VENTURA COUNTY AREA AGENCY ON AGING - No update.**

**8. OLD BUSINESS**

**A. October Movie Nights at the Camarillo Ranch – Karen King**

Karen presented information on the development of a Memorandum of Understanding with the Camarillo Ranch Foundation for future fundraising events. The Camarillo Ranch Foundation is in the process of establishing an overall “Events Partnership” policy. The primary difference between the prior version that the COA discussed at the March meeting, is that the arrangement would call for a 60/40 split with the ranch foundation retaining 60% of the proceeds and partner organization would retain 40% of the profits. The CRF proposed policy language is:

*The CRF may at its discretion engage with an organization for certain events wherein income profited will be shared. A profit sharing arrangement consisting of at least 60% of the gross profits in favor of the CRF and 40% of the gross profits in favor of named organization as defined and executed within the “Memo of Understanding” (MOU)*

*template agreement. The applicable established minimum rental rate shall become a deposit expense paid by the organization. All event criteria will be established utilizing the "MOU" template along with completed the CRF Budget Template. The executed "MOU" shall be the binding agreement for the proposed event. Accounting and budgeting processing will follow established CRF procedures. Each prospective shared event shall be reviewed by the Executive Committee, and if approved, shall bring the proposed event to the board for formal review and decision.*

This language will be presented to the Camarillo Ranch Foundation Board for adoption at their next meeting on May 6. Karen will bring information, along with a new spreadsheet, to the next COA board meeting and we will make a decision on whether to pursue a MOU for October events.

B. 50+ Expo

Walt Robbins provided information on the Expo. He indicated there are 82 tables in the auditorium and others in the tent and in the courtyard. Several of the Senior Center's programs will have tables in the courtyard. There will be eleven health screenings available. Alma Via is sponsoring the lunch for 200 and tickets are available at the Senior Center for \$5. Discussion followed on the role of the COA. The Art Show that we are sponsoring will be in Room 7. Jane Raab made a suggestion that in lieu of paying for dry cleaning of the PVRPD, the COA could purchase 20-24 white tablecloths (possibly from Sam's Club) and essentially donate these to PVRPD. The cost would potentially be less and the COA could borrow the tablecloths as needed. The COA will need to have some type of prize at the auditorium table along with a small giveaway (e.g. Resource Guide, wrapped cookie or snack item). The first member to staff the table will pick up a 4x4 card with a number on it...the COA should not display the number but attendees will show their numbers to us giving us an opportunity to discuss the COA. Lois asked whether we had previously approved the funds and Karen will check on this. [Note: funds were approved at February meeting] Karen will contact Jay regarding scheduling volunteers, etc.

C. June 6 Shred Day

Jeffrie provided a copy of the City Scene article promoting the Shred Day. It will also be advertised in utility bills and on the City Hall sign. Access (the shredding company) will set up the cones for drivers and deduct the expense from the receipts. The COA needs to provide water and volunteers. Each board member must look for five volunteers and bring the information to our meeting on May 19<sup>th</sup>. We need some "strong" individuals. Older individuals may be able to help direct traffic but we will need people who can pick up boxes, move dumpsters, etc. Lois will obtain the water.

## 9. AD HOC COMMITTEE REPORTS

### A. Community Needs Assessment

Lois presented information on the VCAAA senior survey results. She provided a demographic overview and the results on several significant questions. At some point, the board may want to dig deeper into the results but Lois suggests waiting to find out whether VCAAA will provide any information as to the statistical validity of the results. A copy of the summary was provided with the agenda.

### B. Community Volunteers

Karen mentioned that we had not heard from Jay regarding anyone responding to our request for volunteers; Lois confirmed that we did not see any results from our prior advertisement. Jeffrie mentioned that an attendee from last month's meeting, Donna Schwartz, did contact her indicating that she could not attend today's meeting but is willing to volunteer. Jeffrie will provide her contact information and Lois will send her an e-mail or call her.

### C. Education Forums

Lynn Jones mentioned a potential opportunity to assist the Ventura County Home Care Association with an event in September. There will be an event on September 25<sup>th</sup> on the CHCD campus and the CCOA could participate by manning the registration table.

Lois Marcus moved to approve COA participation in the VCHCA event in September.

Member Arlene Miro seconds the motion

Aye – King, Marcus, Jones, Miro Absent –Evans

This item should be added to the May agenda to determine who will coordinate and work at the event.

Arlene discussed the potential for the COA to work with Osher Lifelong Learning Institute (OLLI) to provide classes, possibly at the Community Center.

### D. Advisory Council - No update.

### E. VCAAA Applicant Interviews

Karen King and Jay Evans interviewed applicants and recommended Robert Taylor for the position.

**10. BOARD COMMENTS**

Karen King announced that she is moving slightly out of the boundaries of the City of Camarillo; therefore, she will be unable to participate on the COA board after the May meeting. She will be unable to attend the VCAAA meetings in May or June. Jeffrie indicated that there will need to be an appointment made and with prior applications, the City Council committee may be able to fill the position from these applicants, although a vacancy announcement will need to be published. After we have a new board, we will need to realign the board positions.

**11. ADJOURNMENT**

Karen King moved to adjourn the meeting

Member Miro seconds the motion

Aye – King, Marcus, Jones, Miro Absent –Evans

Respectfully submitted,

A handwritten signature in cursive script that reads "Lois Marcus". The signature is written in black ink and is positioned above a horizontal line.

Lois Marcus, for Jay Evans, Secretary