



17855 Santiago Boulevard
Villa Park, California 92861
(714) 998-1500

MINUTES

Regular Meeting on June 9, 2008

ORDER OF BUSINESS

CALL TO ORDER – Chair Karen Holthe

The meeting was called to order by Chair Holthe at 4:35 PM

ROLL CALL

Karen Holthe, Chair	Present
Rondi Walsh, Vice-Chair	Present
Nicolaas Versteeg, Treasurer	Present
Bob Fauteux, Vice-Treasurer	Present
Carol Duensing, Secretary	Present
Carol Stone, Director of Development	Present
Keith Martin, Director of Special Events	Absent
Steve Marquez, Director of Community Services	Present
Bob Hunter, Director of Membership	Present
Roy Berelowitz, Director of Communications	Present
Ken Domer, City Manager	Present
Brad Reese, Mayor, Villa Park	Absent
Rich Ulmer, Past Mayor, Villa Park	Present

CONSENT AGENDA

Consideration of May 12, 2008 Minutes

Copies of the May minutes were emailed prior to the meeting with copies available at the meeting.

Motion by Bob (Fauteux) to waive reading and accept the Minutes, seconded by Roy. Carried.

PUBLIC COMMENT

Rich Barnett presented information to the Board on a Thanksgiving project he and other families in Villa Park participate where two to six Marines are brought into the home for the Thanksgiving meal. The focus of the presentation was VPCSF backing thru donations and participation to 1) facilitate the finances 2) VPCSF participation 3) suggestions for promoting the



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project. Mr. Barnett made the presentation to Rotary with positive initial feedback but has had no official response as to how they will participate.

After Mr. Barnett completed his presentation and departed, the project was discussed with Board members with the consensus that by being involved with this project, the Foundation would increase public awareness as well as have partnering with other VP groups by working together. The Board agreed that the project is for a good cause. There was the suggestion to have Director of Community Services spearhead the project. Steve indicated he could not take on the task due to poor timing with other obligations. Discussion consisted of steps to get the project underway, first of which is exploration. Roy will get in touch with the Barnetts and Rotary for a meeting as well as other VP organizations.

Old Business – Villa Park History Book

Rondi reported that she has been in touch with Jan Van Emmon's daughter, Cathy, this day with information that the draft was handed off at the picnic and Kinko's should have draft today, June 9, 2008 for printing. It was reported that although a copy of the book was at picnic there was little interest which could have stemmed from the \$75.00 price.

Copies of the signed contract were available for Jan, VPCSF, and City Hall. (Attachment with hard copy)

BOARD DIRECTOR REPORTS

CHAIR – VICE-CHAIR – Karen Holthe – Rondi Walsh

Rondi reported that the City Council approved the VPCSF by-laws.

TREASURER – VICE-TREASURER – Nicolaas Versteeg – Bob Fauteux

Copies were distributed to Board.

Prior Months Balance Sheet

Prior Months Income Statement

Year – to – Date Income Statement

(Attachment with hard copy)

Rondi summarized the picnic donations at \$640.00 with another \$850.00 pledged and due. AT & T and Edison each pledged \$500.00. Picnic breakdown shown on Treasurer's Report.

Membership income breakdown is listed in Treasurer's Report.

The 2007 tax report is due in June with Bob Fauteux and Nic meeting to complete the report. Nic, Bob F. and Bob H. are also currently working on an update of the Policies and Procedures for handling income received, along with Ken and city staff, and will update us on that by next month.

Motion to accept treasurer's report by Bob Hunter, seconded by Fob Fauteux. Carried.



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SECRETARY – Carol Duensing

None

DIRECTOR OF DEVELOPMENT - Carol Stone

Carol distributed copies of the Strategic Plan to the Board. (Attached with hard copy)

Minor changes were made as shown on the attached plan.

Under Vision, the words *Villa Park Community Service Foundation* to be replaced with *We are*. The word *organization* to be replaced with *Foundation*. The words *individual and family residents* to be replaced with *people, who live, work and play in Villa Park*. The Vision is to read:

We are recognized as the foremost city-based volunteer-led charitable foundation, meeting the quality of life and community needs of people who live, work and play in Villa Park.

Goal #3: Eliminated Create, and begin with Increased.

Goal #4: After 4.3: lower case develop.

Objectives: include the CERT program.

Motion by Carol Stone to adopt the Strategic Plan 2008-2011, seconded by Roy. Carried.

DIRECTOR OF SPECIAL EVENTS

Picnic: Rondi thanked everyone who helped – with a personal thanks to board members who helped. A \$5,300 profit was reported. Also reported was information that costs were down, below \$2000. A thank you will be sent to Celebration USA for selling tickets at gate. Black Tie Event donated two prizes valued @ \$500 each.

Suggested to have survey, *Evaluating Picnic*, from attendees from picnic.

Halloween-fest event tabled.

DIRECTOR OF COMMUNITY SERVICES – Steve Marquez

Steve reported that the tickets for Pacific Symphony were purchased primarily by Orange residents. Rich reported that he gave a CD to Roy of a hypnotist as a possibility for a Foundation presentation.

Brief discussion regarding the 50-year celebration – which takes place in 2012. The Board felt there would be little interest at this point; as the time draws closer there would be more interest.



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DIRECTOR OF MEMBERSHIP – Bob Hunter

Bob reported there were more memberships this year than last. Suggested to have brochures by next month.

The Board commended Bob for his work sending membership information letters to residents as well as the thank you letters. It was suggested to have the membership letters go out earlier next year before and not close to picnic donation letters.

DIRECTOR OF COMMUNICATIONS – Roy Berelowitz

Roy advised the Board that the survey went out on Survey Monkey, with 158 surveys completed, which closed on Friday – an approximate 8% response.

City Council Meetings – VPCSF representation Schedule

June will be Roy; July will be Karen.

ADJOURNMENT

Chairwoman Holthe adjourned meeting at 6:30 PM.

The next VPCSF meeting will be July 14, 2008, 4:30 p.m., Villa Park Town Hall.