

### **1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR**

The meeting was called to order by CCF Chairperson Dean Kelch. Board members Joanna Cassese, Fred Clerici, Michael Kirker and Nancy Rieser were present. Harold Burnett and Erin Mullen-Brosnan were absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Sherie Bischoff, Deborah Brandon, Joanne Dowell, James Hardcastle, Brock Heath, Marla Heath, Ryan Howell, Greg Ockander, Kent Peterson, Dan Robertson, Chris Scott, and Irene Wright.

### **2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEM**

Joanna Cassese reported that the Community Outreach Committee is in the process of planning a town wide party, which will be free to residents of Crockett and Port Costa. The CCF is attempting to get as many community organizations as possible to set up informational tables at the event, in an effort to educate the public about the various volunteer organizations in town, and to demonstrate how the CCF supports and promotes community involvement and enhancement of Crockett. There will be food, entertainment and a raffle. The committee is reaching to local businesses (i.e., Phillips 66, C&H and Crockett Cogeneration) for financial assistance.

### **3 - MICROGRANT APPROVAL**

A microgrant had been submitted by the Crockett Branch of the Contra Costa County Library, but will be presented at the September meeting.

### **4 – FUNDRAISING ASSISTANCE PREAPPROVAL AND APPROVAL**

#### **FRA Preapprovals**

The John Swett Band Boosters is requesting that they be placed on the fundraising calendar for their September chocolate candy sales. Michael Kirker made a motion to approve the John Swett Band Boosters for the September fundraising calendar. Joanna Cassese seconded the motion, and the motion carried unanimously.

The Crockett Firefighters Association is requesting that they be placed on the fundraising calendar for their August Spaghetti Dinner. Michael Kirker made a motion to approve the Crockett Firefighters Association for the August fundraising calendar. Nancy Rieser seconded the motion, and the motion carried with 4 ayes and Fred Clerici abstaining.

The Crockett Parent's Social Group is requesting that they be placed on the fundraising calendar for their September Party for a Party. Michael Kirker made a motion to approve the Crockett Parent's Social Group for the September fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously. Fred Clerici was interested in finding accurate numbers in terms of the amount of children in Crockett, and their ages. He was also interested in finding out what their Parent group's membership thinks the community needs are in terms of young children.

The John Swett Athletic Boosters is requesting they be placed on the fundraising calendar for their October Tri Tip Dinner. Fred Clerici made a motion to approve the JSAB for the October fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

Chris Scott reported that the date for the John Swett High School PTA Bocce Tournament fundraiser has been changed from June to October. It was the consensus of the Board to accept the date change for the tournament.

### **FRA Deposits**

Fred Clerici made a motion to approve a fundraising assistance grant to the Port Costa Conservation Society in the amount of \$2,001(\$1,000 CCF Contribution) for their May town wide yard sale. Nancy Rieser seconded the motion, and the motion carried unanimously.

Joanna Cassese made a motion to approve a fundraising assistance grant to the Crockett Lions Club in the amount of \$4,154 (\$1,000 CCF contribution) for their May Pasta Dinner. Nancy Rieser seconded the motion, and the motion carried unanimously.

Joanna Cassese made a motion to approve a fundraising assistance grant to the Crockett Community Services District in the amount of \$305.18 (\$152.59 CCF Contribution) for their May Hot Dog Sales. Nancy Rieser seconded the motion, and the motion carried unanimously.

Joanna Cassese made a motion to approve a fundraising grant in the amount of \$1,488 (\$744 CCF Contribution) to the Carquinez 8<sup>th</sup> Grade Class for their June promotion party. Nancy Rieser seconded the motion, and the motion passed with 4 ayes and Fred Clerici voting no.

Fred Clerici made a motion to approve a fundraising assistance grant to the JSUSD PTAs in the amount of \$1,784 (\$892 CCF Contribution) for their May Pasta Dinner. Nancy Rieser seconded the motion, and the motion carried unanimously.

The John Swett Band Boosters and Carquinez Model Railroad Society turned in fundraising deposits that the Project Funding Committee deemed incomplete. Jeanne will ask them to resubmit additional information to be considered at the September meeting.

### **5 – DOUBLE YOUR DONATION LIMITS**

At the June Board meeting, it had been the consensus of the Board to have a booth at the Sugar Town Festival and to again sponsor the “Double Your Donation” program at the Festival. The CCF Board voted to match up to \$1,500 in donations for the day with the match being limited to \$100 per donor.

At this meeting, Fred Clerici reported that the CCF exceeded the \$1,500 limit by accepting \$2,067 in donations (\$567 over the agreed amount). An additional problem was that

only \$1,922 in cash was accounted for on the various tally sheets, leaving a shortfall of \$145 (reflecting an apparent discrepancy between pledges marked down and actual cash on hand). There was general discussion regarding the merits of accepting donations collected that day from other organizations' booths, which resulted in exceeding our budgeted amount as well the shortfall. Nancy Rieser made a motion to match the \$2,067, and cover the \$145, with the money coming out of the general fund. Joanna Cassese seconded the motion, and the motion carried unanimously.

## **6 - TREASURER'S REPORT**

Fred Clerici presented the Treasurer's reports for June and July, 2015, which included a year to date accounting on special funds, spreadsheets reflecting projected changes in fund balances, as well as the status of the Foundation's operating expenses and a detail of allocated grants. Various invoices for expenses for June and July totaled \$12,818.31. There were also quarterly administration fees from EBCF totaling \$11,764.54. Total liabilities and equity through July \$6,660,369.64. Joanna Cassese made a motion to accept the Treasurer's report. Michael Kirker seconded the motion, and the motion carried unanimously.

Fred also reported that money budgeted for fundraising assistance is almost depleted, and asked that it be put on the agenda for discussion at the September meeting.

## **7 - SECRETARY'S REPORT AND APPROVAL OF MINUTES**

Jeanne Owens reported on correspondence received in June and July, which included a letter from the County Assessor's office informing the CCF that their share of the Crockett Cogeneration property tax is \$207,518. Jeanne also presented the minutes from the June meeting. Fred Clerici made a motion to approve the Secretary's report and June minutes, Nancy Rieser seconded the motion, and the motion carried unanimously.

## **8 - COMMITTEE REPORTS**

Nancy Rieser reported that the Project Funding Committee met to review final reports and fundraising assistance deposits.

Jeanne Owens reported that the newsletter went out, and thanked Erin Mullen-Brosnan for preparing it, and Jackie Brasesco, Mary Wais, Jeff Wells, Fred Clerici, Joanna Cassese, Nancy Rieser and Kellie Owens for their help in folding and labeling.

## **9 - FUTURE AGENDA ITEMS**

Update on Property at 2<sup>nd</sup> and Flora, Fundraising Assistance Budget Increase

## **10 - BOARD AND PUBLIC COMMENT**

Dan Robertson expressed his disappointment that Phillips 66 did not notify the community regarding the fire that took place at the refinery on August 2.

**11 - ADJOURNMENT TO SEPTEMBER 3, 2015**

Dean Kelch adjourned the meeting at 8:10 PM until **SEPTEMBER 3, 2015.**

Respectfully submitted,

Jeanne Owens  
Office Secretary