

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order by CCF Chair Danielle Fugere. Board members Joanna Cassese, Norma Garza-Black, Michael Kirker, Erin Mullen-Brosnan and Nancy Rieser were present. Dean Kelch was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included Debra Brandon, Daniel Burnett, Harold Burnett, Morgan Chapman, Fred Clerici, Norma Clerici, Julie Dees, Joanne Dowell, Deputy Hemker, Dave Hobson, Alicia Johnson, Alison McKee, Gary Minor, Greg Ockander, Kent Peterson, Maureen Powers, Dan Robertson, Emma Sutton, Mary Wais.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Kent Peterson reported that the date for the Breakfast meeting with Supervisor Glover had been changed from January 15 to January 22, 8:30 AM, at the Crockett Community Center.

Kent Peterson reported that 10 decorative street lights are in need of repair. Crockett Public Services has \$635 in the lighting fund, and \$5,992 in a revolving fund that is used to maintain the streetlights located in the downtown area. Kent will not know the exact cost until all the work has been completed. It was the consensus of the Board that Kent spends out the entire revolving fund to fix the lights. Kent was advised to discuss how to move forward with the new Board.

3 - PRESIDENT'S REPORT

There was no President's report.

4 - FOLLOW-UP ON 2013 CHALLENGE DAY GRANT

Emma Sutton reported that in 2013 the CCF had granted the Carquinez Middle School PTA a microgrant of \$1000 towards funding Challenge Day at Carquinez Middle School. Phillips 66 and NuStar had also committed to helping fund the event. The PTA also approached RMAC with a grant proposal. Challenge Day took place, and the PTA used the CCF grant to pay the balance. There was \$8.92 left of CCF money, which was refunded back to the CCF as per the grant rules, and the books were closed. Since that time the PTA has received a \$1,000 grant from RMAC that was to be used for that project.

The original intent had been that all 4 organizations would share equally in the cost of the event. This suggests that all 4 organizations should get a refund of 1/4 of the RMAC funds. Phillips 66 and NuStar do not want any money back; however the CCF and RMAC rules state that any leftover funds should be returned them. After a lengthy discussion, it was the consensus of the Board that the Carquinez PTA keeps the funds to be used for the next Challenge Day at Carquinez Middle School.

Dave Hobson (a teacher at CMS) and Morgan Chapman (a student at CMS), thanked the Board for helping to fund the Challenge day at Carquinez Middle School.

5 - FOLLOW-UP ON MEMORIAL HALL FUND GRANT

At the last Board meeting the CCF granted the Crockett Community Services District \$150,000, in a separate fund, to be paid out contingent upon the CCSD, or other organizations, bringing together sufficient monies, in conjunction with the CCF grant, to complete the entire seismic retrofit portion of the project at Memorial Hall. The Board further agreed that the Board could consider granting additional amounts for the Memorial Hall at any future date. Danielle Fugere proposed that the Board decide on a time limit for the funds to be allocated. Norma Garza Black made a motion that the CCF hold the funds for ten years. Joanna Cassese seconded the motion with the amendment that the funds be allocated for 5 years, with the ability to renew the request for another 5 years. The motion carried with 5 ayes and Mike Kirker abstaining.

6 - APPROVE 2015 BUDGET

Mike Kirker presented a draft budget for 2015. Mike explained that the opening balance would have to be amended after the books are closed for December 2014. Danielle Fugere suggested that funds currently budgeted for election be put into the attorney category. Joanna Cassese made a motion to approve the 2015 budget as amended. Nancy Rieser seconded the motion, and the motion carried unanimously.

7 - INSTALLATION OF NEW BOARD MEMBERS

Danielle Fugere swore in Board members Harold Burnett, Fred Clerici and Mike Kirker by having them recite the Crockett Community Foundation oath.

8 - ELECTION OF OFFICERS

Upon motions duly made and seconded, the following persons were elected to the office indicated after the name of each.

Dean Kelch	Chairperson
Harold Burnett	President
Erin Mullen-Brosnan	Secretary
Fred Clerici	Treasurer
Nancy Rieser	Vice President

Erin Mullen-Brosnan passed the gavel to President Harold Burnett.

9 - MICROGRANT APPROVAL

Alison McKee is requesting \$1,000 on behalf of the Contra Costa County Library, to be used to fund three free library programs. Mike Kirker made a motion to make a grant to the Contra Costa County Library in the amount of \$1,000. Joanna Casesse seconded the motion, and the motion carried unanimously.

10 – FUNDRAISING ASSISTANCE PREAPPROVAL AND APPROVAL

The Crockett Boy Scouts are requesting that they be placed on the fundraising calendar for their February Pancake Breakfast. Fred Clerici made a motion to approve the Crockett Boy Scouts for the February fundraising calendar. Mike Kirker seconded the motion, and the motion carried unanimously.

Alicia Johnson suggested that community groups benefitting from the CCF's Fundraising Assistance grants should be required to do some type of community service. Harold Burnett assured Alicia that many groups that have received grants from the CCF have performed community service.

The Carquinez Model Railroad Society is requesting that they be placed on the fundraising calendar for their February Open House. Fred Clerici made a motion to approve the Carquinez Model Railroad Society for the February fundraising calendar. Michael Kirker seconded the motion, and the motion carried unanimously.

Erin Mullen-Brosnan made a motion to approve the following fundraising assistance deposits. Nancy Rieser seconded the motion, and the motion carried unanimously.

Organization: Carquinez Model Railroad Society
Event: Crockett Train Days
Amount: \$2,130

Organization: Quilters of Crockett
Event: Quilt Raffle and Bazaar
Amount: \$2,709.83

Organization: John Swett Education Foundation
Event: Giving Campaign
Amount: \$2,786.33

Organization: Alfred Zampa Memorial Bridge
Event: Crab Feed
Amount: \$9,817.04

11 – REPORT ON GEMSTONE GRANT

Dr. Maureen Powers presented an interim report on a CCF grant that was made in June to the Gemstone Foundation. The funds were used to implement a program of visual skills assessment and training. The goal was to enroll a minimum of twelve students for a summer program. Currently there are eight students who were enrolled for an after-school program beginning in the fall of 2014, with another twenty-five students being tested in January. Dr. Powers indicated that students like the program and believe it is helping their reading. She also prepared spreadsheets indicating improvement in skills for all subjects. When asked about teacher feedback, she said that there was some positive feedback from a few teachers, however, she would be sending out surveys to teachers of affected students at the end of the program. She was also asked about

funding from JSUSD. She said currently the school district has no money to allocate for this type of program.

12 – COMMITTEE APPOINTMENTS

Nancy Rieser made a motion to accept the committee appointments listed below. Michael Kirker seconded the motion, and the motion carried unanimously.

Rules and Regulations: Dean Kelch*, Fred Clerici, Danielle Fugere,
Mary Wais

Community Outreach: Erin Mullen-Brosnan, Joanna Cassese*, Deborah Brandon,
Alicia Johnson, Aimee Maricich, Dolores Morales, Mary Wais

Project Funding Committee: Erin Mullen-Brosnan*, Nancy Rieser, Dolores Morales,
Emma Sutton, Mary Wais, Ron Wilson

Resource & Development Committee: Harold Burnett, Dean Kelch*, Danielle Fugere,
Norma Garza-Black, Chris Goehe, Kent Peterson

Finance: Fred Clerici*, Mike Kirker, Erin Mullen-Brosnan, Danielle Fugere, Kent Peterson

Election: Joanna Cassese*, Dean Kelch, Nancy Rieser, Norma Garza-Black, Mary Wais

444 Loring Avenue: Harold Burnett*, Mike Kirker, Dean Kelch, Chuck Dell, Chris Goehe

13 – BOARD TRAINING

Kent Peterson is willing to coordinate a training session, if needed. It was the consensus of the Board to discuss Board training at the retreat.

14 – BOARD RETREAT

It was the consensus of the Board to hold their annual retreat on February 15, 11:00 AM, at the Dead Fish Restaurant. Erin Mullen-Brosnan will reserve the room and update agenda for 2015.

11 - TREASURER'S REPORT

Fred Clerici reported that there would no longer be a lag in the financial reports; he will be presenting the January financial report at the February meeting. He will be preparing his own reports, and suggested that the CCF keep Crockett Bookkeeping as a check and balance. The Board was also presented with the November Financials, prepared as usual by Crockett Bookkeeping. Michael Kirker made a motion to approve the Treasurer's Report. Nancy Rieser seconded the motion, and the motion carried unanimously.

12 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Erin Mullen-Brosnan reported on correspondence received in December, which included an invitation to assist in landscaping at the Memorial Hall; holiday cards; two responses resulting from the CCF appeal letter; one being a request from Mel Ainsworth for a flashing cross-walk at Pomona and Rolph Avenue. Harold and Erin will draft a response to Mr. Ainsworth's letter. Erin announced the election results as requested by Nancy Rieser: Harold Burnett 349, Norma Garza-Black 106, Fred Clerici 323, Kenneth Golson

62, Alicia Johnson 90, Dean Kelch 203, Michael Kirker 286, Olivia Meadows 128, Mike Hosley 4, Brian Montgomery 1. Erin also presented minutes from the December Board meeting. Michael Kirker made a motion to approve the Secretary's report and December minutes, Nancy Rieser seconded the motion, and the motion carried unanimously.

13 - COMMITTEE REPORTS

Erin Mullen-Brosnan reported that the Project Funding Committee met to review final reports and fundraising assistance deposits.

14 - FUTURE AGENDA ITEMS

Swearing in of Dean Kelch, Board Retreat, Street Light Repair, Memorial Hall Grant Language.

15 - BOARD AND PUBLIC COMMENT

Mary Wais stated her objections to the Board for granting money for research purposes.

16 - ADJOURNMENT TO FEBRUARY 5, 2015

Harold Burnett adjourned the meeting at 8:45 PM until **FEBRUARY 5, 2015**, in memory of Duane Colombo.

Respectfully submitted,

Jeanne Owens
Office Secretary