

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, Erin Mullen-Brosnan and Nancy Rieser were present. Harold Burnett was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Deborah Brandon, Frank McCullough, Kent Peterson, Maureen Powers, Dan Robertson, and Ron Wilson.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Kent Peterson reported that eight street lights are in need of repair, and asked that reimbursement of the streetlight maintenance account and revolving fund be put on the December agenda.

Ron Wilson reported that the CCSD would be having a Karaoke fundraiser on Tuesday, November 10, 7:00 PM to closing, at Toot's Tavern. All proceeds will benefit Memorial Hall.

Mary Wais reported that there will be a parade on Veterans Day (Tuesday, November 11). The JSHS band will march down Pomona from Memorial Hall beginning at 10:00 AM, down Rolph Avenue, and to the Crockett Museum where refreshments will be served. The Boy Scouts will also be performing a flag ceremony.

3 - MICROGRANT APPROVAL

The John Swett Education Foundation is requesting a microgrant in the amount of \$1,000 to help fund a Challenge Day for 7th graders at Carquinez Middle School. Joanna Cassese made a motion to make a grant to the John Swett Education Foundation in the amount of \$1,000. Nancy Rieser seconded the motion, and the motion carried with 4 ayes, Fred Clerici voting no and Michael Kirker abstaining.

4 - FUNDRAISING ASSISTANCE PREAPPROVAL AND APPROVAL

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

Organization: Port Costa Conservation Society
Event: Car Show and BBQ
Amount: \$5,518.56 (includes \$1,000 CCF Contribution)

Organization: Crockett Carquinez Firemen's Association
Event: Pasta Dinner
Amount: \$3,672.19 (includes \$1,000 CCF Contribution)

Organization: John Swett PTA
Event: Bocce Tournament
Amount: \$2,057.56 (includes \$1,000 CCF Contribution)

5 - ORAL GRANT PRESENTATIONS

Crockett Community Services District

The Crockett Community Services District is requesting \$36,864 to hire an architect to design a deck for the west side of the Crockett Community Center.

Crockett Chamber of Commerce

The Crockett Chamber of Commerce is requesting \$10,000 to assist in funding the annual Sugartown Festival and Street Faire.

6 - GEMSTONE UPDATE

In June 2014 Gemstone was granted \$10,000 to be used to fund a program to improve learning-related visual skills in students who are struggling readers. Dr. Maureen Powers was present at this meeting to report on the outcome of this project. According to Dr. Powers, 224 students in grades 3, 4, and 5 were eligible for the program due to poor reading without any specific diagnosis. Letters offering the program were sent to all parents. All students returning parental permission forms were tested; most had convergence insufficiency or another physical eye-brain problem that could limit reading. The 59 4th and 5th grade students who completed the eye-brain training games improved reading scores from "well below basic" to "below basic," as determined by school reading tests. The average grade level gain in reading efficiency was 3.5; by comparison, students who did a reading program (Reading Plus) or had no intervention gained only 1 level. The average gain in reading rate was 44 words per minute, compared to 10 with the reading program or no intervention. Students said their eyes felt better after Gemstone, and they felt their reading had improved. Gemstone is in conversations with Reading Plus to expand the study; the company wants to improve the outcome of their reading programs by potentially including the Gemstone approach. Nancy Rieser felt it was important for the board to compare Dr. Power's findings with representative from the JSUSD.

7 - REFINE CRITERIA FOR FUNDRAISING ASSISTANCE PROGRAM

Due to concerns that there is a trend toward groups applying for fundraisers that are closed to, or of no benefit, to the community, last month the Board was tasked to think of ways the process could be streamlined, or to come up with an alternative program to replace Fundraising Assistance and still accomplish the same goals. Joanna Cassese had suggested that there be a cover letter on the fundraising assistance application that would simplify the requirements for the program, and presented the Board with a draft checklist that could be added to the application.

Fred Clerici suggested that since there is an existing foundation in place to deal with school related issues (John Swett Education Foundation), that the CCF make annual block grants to JSEF, who could then issue microgrants or fundraising assistance matches to school groups. Fred stressed that this would not exclude the school district from coming to the CCF for larger grants. After a lengthy discussion, it was the consensus of the Board that an ad hoc committee be formed to further explore this idea. Michael Kirker, Fred Clerici and Harold Burnett will serve on this committee. This issue will be put on the December agenda for further discussion.

8 - TREASURER'S REPORT

Fred Clerici gave the Treasurer's report for October 1 to October 31, 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 totaled \$17,294.71. This included EBCF administrative fees totaling \$11,774.50. Total liabilities and equity through October was \$6,735,361.81. Michael Kirker made a motion to accept the Treasurer's report. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

10 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Erin Mullen-Brosnan reported on correspondence received in October, which included notes from the Quilters of Crockett, Meals on Wheels and the Port Costa Conservation Society congratulating the CCF on the well-attended community event that had been held on October 25. Erin also presented the minutes from the October meeting. Fred Clerici made a motion to approve the Secretary's report and October minutes, Nancy Rieser seconded the motion, and the motion carried unanimously.

11 - COMMITTEE REPORTS

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

The Outreach Committee met to discuss the October 25 community event, and how it could be improved upon in the future. Joanna Cassese also thanked her committee for their help in making it a success.

At the event, the community was encouraged to write down suggestions for projects they would like to see funded. Erin Mullen-Brosnan took the opportunity to read the suggestions from the community. They are as follows: big murals; town-wide wifi; summer movie nights; keeping the pool open through October; tree maintenance; more activities for kids in town; brewing club; bring back Oktoberfest; reseed native plants in vacant areas; add more landscaping to streets of Crockett and make sure to prune them; speed bumps on Edwards Street; more public art; teen skate park; invite Boy Scouts to town clean-up; no more loud music if the community event happens again.

Dean Kelch asked the Board if there was any interest in sending out an appeal letter before the end of 2015. It was the consensus of the Board to not send out an appeal this year.

12 - FUTURE AGENDA ITEMS

Funding for Streetlight maintenance; Discuss and Determine Grant Package; Return to Fiscal Year

13 - BOARD AND PUBLIC COMMENT

Fred Clerici reported he would call a meeting of the budget committee to prepare 2016 budget.

14 - ADJOURNMENT TO DECEMBER 3, 2015

Dean Kelch adjourned the meeting at 9:00 PM until **December 3, 2015**.

Respectfully submitted,

Jeanne Owens
Office Secretary