

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order by CCF Chairperson Dean Kelch. Board members Harold Burnett, Joanna Cassese, Fred Clerici, Michael Kirker, Erin Mullen-Brosnan and Nancy Rieser were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Joanne Dowell, Marla Heath, Alicia Johnson, Frank McCullough, Dan Robertson, William Thomas, Ron Wilson.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Fred Clerici reported that the John Swett High School football teams would be playing on Friday, October 2, with the JV game starting at 4:30 PM and the Varsity game starting at 7:00PM. Fred also informed the Board that the roof on the Odd Fellows Hall building is nearing completion.

Joanna Cassese reported that the Lions Club would be sponsoring the Bridge Walk for Diabetes Awareness on Sunday, October 4.

3 - MICROGRANT APPROVAL

The Crockett Chamber of Commerce requested a microgrant in the amount of \$1,000 to pay for computer equipment and computer software that will help with membership and web page management. Harold Burnett made a motion to make a grant to the Crockett Chamber of Commerce in the amount of \$1,000. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

The Crockett Chamber of Commerce also requested a grant in the amount of \$1,000 to be used to pay to have holiday banners put up, taken down and stored. Erin Mullen-Brosnan made a motion to approve a grant to the Crockett Chamber in the amount of \$1,000. Nancy Rieser seconded the motion, and the motion carried with 6 ayes and Michael Kirker voting no.

Local citizen William Thomas interrupted the meeting and asked to speak. Dan Kelch informed Mr. Thomas that he would have to wait for public comment, as he was not on the agenda.

4 – FUNDRAISING ASSISTANCE PREAPPROVAL AND APPROVAL

The John Swett Education Foundation is requesting that they be placed on the fundraising calendar for their November Winter Gala. Michael Kirker made a motion to approve the John Swett Education Foundation for the November fundraising calendar. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

The Quilters of Crockett are requesting that they be placed on the fundraising calendar for their December Quilt Raffle. Harold Burnett made a motion to approve the Quilters of Crockett, Joanna Cassese seconded the motion, and the motion carried unanimously.

Harold Burnett made a motion to approve the following fundraising assistance deposits. Joanna Cassese seconded the motion, and the motion carried unanimously.

Organization: John Swett Education Foundation
Event: Festival Lemonade Sales
Amount: \$2,102.23 (includes \$1,000 CCF Contribution)

Organization: Crockett Museum and Historical Society
Event: Festival Sales
Amount: \$1,052 (includes \$526 CCF Contribution)

Organization: Carquinez Toy Train Operating Museum
Event: Railroad Open House
Amount: \$2,120 (includes \$1,000 CCF Contribution)

Organization: Crockett Lions Club
Event: Town BBQ
Amount: \$3,381 (includes \$1,000 CCF Contribution)

Organization: Carquinez PTA
Event: Festival Raffle
Amount: \$220 (includes \$110 CCF Contribution)

Organization: Crockett Chamber of Commerce
Event: Festival Sales
Amount: \$2,244.50 (includes \$1,000 CCF Contribution)

Organization: John Swett High School
Event: Festival Parking
Amount: \$2,338.93 (includes \$1,000 CCF Contribution)

Organization: Crockett Parent Social Club
Event: Party for a Party
Amount: \$3,027.24 (includes \$1,000 CCF Contribution)

5 - UPDATE ON THE PROPERTY AT 2ND AND FLORA

Harold Burnett reported that he met with Gene Pedrotti and a representative from Habitat for Humanity at the site at 2nd and Flora. The Pedrotti Family is willing to donate the property to Habitat for Humanity to build a single family home. Habitat for Humanity will get back to the Pedrotti Family within two months, to let them know if it is a feasible project for them.

6 - APPROVE RESOLUTION 2015-1 – ALLOCATION OF PROPERTY TAXES

The CCF has been working with the various tax-based entities to distribute Crockett Cogeneration property taxes for immediate needs in Crockett. Fred Clerici reported that there is \$207,518 available for distribution at this time. Fred presented a draft of

Resolution 2015-1 recommending the allocation of these funds as follows. Crockett Library - \$21,500; Crockett Recreation Department \$50,871; Crockett Carquinez Fire Department \$62,888; Crockett-Valona Sanitary District \$72,259. Fred Clerici made a motion to accept the recommendations to allocate funds as described in Resolution No. 2015-1. Nancy Rieser seconded the motion, and the motion carried with unanimously.

7 - DISCUSSION AND REVIEW OF THE FUNDRAISING ASSISTANCE PROGRAM

Harold Burnett reported that initially the Fundraising Assistance Program was set up to help foster volunteerism and assist with fundraising, while being able to count the money coming in as public support. Harold was concerned that there is a trend toward groups applying for fundraisers that are closed to, or of no benefit, to the community (i.e. 8th grade promotion party; food sales in the schools). Michael Kirker felt that going forward, someone should review the applications prior to meetings so that applicants can be told in advance if their application is something that fits within CCF's criteria for the program. Fred Clerici had concerns about the amount of Board/administrative time spent on the FRA program. He suggested that the Board try 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. He was also concerned that the proliferation of school related groups may squeeze out some of the other non-profits in town. The Board also addressed concerns that groups are not applying for larger grants, and relying on the \$3,000 brought in by Fundraising assistance each year. Joanna Cassese suggested that there be a cover letter on the fundraising assistance application that would clarify the guidelines for the program. She also felt it was important to find a way to energize organizations that are capable of pulling off a large projects.

8 - OCTOBER 25TH EVENT DUTIES

Joanna Cassese reminded the Board that the CCF would be hosting a community event on Sunday, October 25, and that she is hoping all Board members will attend. Currently there are 17 community organizations that will be attending. They will be setting up informational tables, 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, (provided by Phillips 66) and a raffle (grand prize donated by C&H Sugar).

9 - TREASURER'S REPORT

Fred Clerici gave the Treasurer's report for September 1 to September 30, 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 \$4,556.59. Total liabilities and equity through September was \$6,243,908.52. 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 September, which included an e-mail from Maureen Powers, and a progress report on the Visual Skills Assessment and Intervention grant. Nancy Rieser asked Jeanne to forward the e-mail and report to the Board. Erin also presented the minutes from the September meeting. Fred Clerici made a motion to approve the Secretary's report and September minutes, Michael Kirker 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 plan the October Community Event.

12 - FUTURE AGENDA ITEMS

Oral Grant Presentations, Refine Criteria for Fundraising Assistance Program, Gemstone Report.

13 - BOARD AND PUBLIC COMMENT

Nancy suggested that big sheets of paper be available at the October 25 event, where people can write down ideas for larger projects.

14 - ADJOURNMENT TO NOVEMBER 5, 2015

Dean Kelch adjourned the meeting at 8:45 PM until **November 5, 2015**.

Respectfully submitted,

Jeanne Owens
Office Secretary