

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

The meeting was called to order at 7:00 PM by CCF Chairperson Emma Sutton. Board members Cyndee Bogard, James Easterday, Danielle Fugere, Dean Kelch, Erin Mullen-Brosnan, and Robert Muzinich were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance were: Cole Adams, Deputy J. Bell, Fred Clerici, Jerry Epperson, Kathy Kearns, Dolores Morales, Greg Ockander, Kent Peterson, Heidi Petty, Dan Robertson, Diane Stewart, Lewis Stewart, Mary Wais, Ron Wilson, Dick Zampa

**2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS**

Dee Stewart invited the Board to hold their June meeting at the Port Costa School.

**3 – ROCC UPDATE**

Jerry Epperson reported that the plans for the Pomona Street project will be submitted to the county next week, and they would be writing a check in the amount of \$8,400 for permit fees.

**4 – FUNDRAISING ASSISTANCE APPROVAL AND PREAPPROVAL**

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

Organization: Carquinez Women’s Club  
Event: Dinner Raffle  
Amount: \$2,760.36

Organization: John Swett Football  
Event: Cookie Dough Sale  
Amount: \$2,861

The Carquinez Model Railroad Society is requesting that they be placed on the fundraising calendar for their May Townwide Yard Sale. Robert Muzinich made a motion to approve the Carquinez Model Railroad Society for the May fundraising calendar. Dean Kelch seconded the motion, and the motion carried unanimously.

CREEC is requesting that they be placed on the fundraising calendar for their April, June and August plant sales. Danielle Fugere made a motion to approve CREEC for the April, June and August fundraising calendar. Cyndee Bogard seconded the motion, and the motion carried with 6 ayes and Dean Kelch abstaining.

The Crockett Improvement Association is requesting that they be placed on the fundraising calendar for their May Spring Paint Out. Erin Mullen-Brosnan made a motion to approve the CIA for the May fundraising calendar. Cyndee Bogard seconded the motion, and the motion carried unanimously.

The Crockett Swim Team is requesting that they be placed on the fundraising calendar for their April Pizza Card sales. James Easterday made a motion to approve the Crockett Swim

Team for the April fundraising calendar. Robert Muzinich seconded the motion, and the motion carried with 6 ayes and Emma Sutton abstaining.

The Port Costa Conservation Society is requesting that they be placed on the fundraising calendar for their May Art Show and July Car Show. Danielle Fugere made a motion to approve the Port Costa Conservation Society for May and July fundraising calendar. Dean Kelch seconded the motion, and the motion carried unanimously.

The Carquinez Women's Club is requesting that they be placed on the fundraising calendar for their May Tea. Erin Mullen-Brosnan made a motion to approve the Carquinez Women's Club for the May fundraising calendar. Cyndee Bogard seconded the motion, and the motion carried unanimously. Emma Sutton asked that the Women's Club be careful with their accounting for their final report.

The Carquinez Middle School Basketball Team is requesting that they be placed on the March calendar for their March Shoot-Off. Danielle Fugere made a motion to approve the Carquinez Middle School Basketball team for the March fundraising calendar. Dean Kelch seconded the motion, and the motion carried unanimously.

The Crockett Lion's Club is requesting that they be placed on the fundraising calendar for the May Pasta Feed and September Town BBQ. Robert Muzinich made a motion to approve the Crockett Lions Club for the May and September fundraising calendar. James Easterday seconded the motion, and the motion carried unanimously.

The Friends of the Library are requesting that they be placed on the May calendar for their May Wine/Food/Music/Auction Event at the Old Homestead. Danielle Fugere made a motion to approve the Friends of the Library for the May Fundraising Calendar. Cyndee Bogard seconded the motion, and the motion carried unanimously.

## **5 – CONSIDER MATCHING DONATIONS TO THE CROCKETT CSD MAINTENANCE DEPARTMENT FOR THE MEMORIAL HALL RESTORATION**

Kent Peterson reported that the Maintenance Department of the CSD plans to use the month of March for a reach out campaign to benefit Crockett's Memorial Hall. The CSD is requesting that the CCF match directed donations sent to the CCF. After a lengthy discussion, Dean Kelch made a motion to accept and match donations made for Memorial Hall Restoration up to \$10,000. Funds will be taken out of the capital grants fund, and donations will be accepted through April 15. James Easterday seconded the motion, and the motion carried unanimously.

## **6 – APPROVE RESOLUTION 2011-1**

At the February Board meeting there had been some discussion about existing committees, and if there was a possibility that the committees could be run more efficiently if some of them were combined or disbanded. Emma Sutton presented a draft of Resolution 2011-1 recommending the establishment of the following committees:

1. Rules and Regulations Committee
2. Community Outreach/Membership Development Committee

3. Project Funding Committee
4. Finance Committee
5. Events Committee
6. Election Committee

Danielle Fugere made a motion to accept Resolution 2011-1. James Easterday seconded the motion, and the motion carried with 6 ayes and Erin-Mullen Brosnan voting no.

### **7 – CCF WEBSITE DUTIES**

Danielle Fugere reported that she and Jeanne Owens had met with Ed Tannenbaum to get a better understanding of how the website works. Danielle and Jeanne will be responsible for posting on the website. Danielle is interested in making the site look better, and will be investigating ways to improve it.

### **8 – CONSIDER FRIENDS OF CROCKETT/CCF FACEBOOK PAGE**

Mary Wais suggested that the CCF start a Facebook page listing events, save the date notices, etc., in an effort to reach a different demographic. After a lengthy discussion it was the consensus of the Board to form an ad hoc committee to discuss website/social network issues. Danielle Fugere, Karen Peterson, James Easterday and Dean Kelch volunteered to serve on this committee.

### **9 – MENTORING MEETINGS/BOARD RETREAT**

Erin Mullen-Brosnan reported that the second mentor meeting was held on Monday, February 28, and was very informative. It was suggested that there be on-going formalized training sessions, possibly to precede monthly Board meetings.

Robert Muzinich reported that the Board Retreat would be held on Sunday, March 13, from 11:00 AM to 2:00 PM.

### **10 - TREASURER'S REPORT AND APPROVAL OF INVOICES FOR PAYMENT**

Erin Mullen-Brosnan presented the Treasurer's report for February. Net income for February was \$149.41, expenses were \$3,269.10 and distributions were \$5,078.74. Total Liabilities & Equity was \$4,079,672.86. Danielle Fugere noted that the amount budgeted for Fundraising Assistance was getting low. It was the consensus of the Board to take FRA payments out of the Microgrant account, should the FRA account become depleted. Robert Muzinich made a motion to approve the Treasurer's report. Dean Kelch seconded the motion, and the motion carried unanimously.

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

Cyndee Bogard reported on correspondence received in February. Cyndee also presented minutes from the February Board meeting. Erin Mullen-Brosnan made a motion to approve the Secretary's report and February minutes. James Easterday seconded the motion, and the motion carried unanimously.

## **12 – PRESIDENT'S REPORT**

Danielle Fugere reported that she had attended a fenceline meeting with Contra Costa County and ConocoPhillips. She felt that there was some progress, as ConocoPhillips may be taking conditions from three separate memorandums of understanding and applying them into one updated fenceline. She also reported that the CCF is working on having a grantmakers station in our office where local organizations can come and look for grants from outside sources.

Danielle reported that she had spoken with C&H Plant Manager Kim Merritt, who had planned to attend tonight's CCF meeting. Since he did not make it to the meeting, she will call him to set up a meeting.

Danielle suggested that the President's report and other items of interest to the community appear earlier in the agenda. She will work with Jeanne on restructuring the agenda.

## **13 – COMMITTEE REPORTS**

*Project Funding Committee:* Emma Sutton reported that the Project Funding Committee had met to review final reports and FRA deposits.

*444 Loring Avenue Committee:* Jeanne Owens reported that there is a major leak in the lower floor of the office that appears to be coming from the upstairs bathroom. There is water damage and mold. Jeanne will contact a plumber to look at the plumbing, and will purchase a dehumidifier to help dry out the area.

## **14 – FUTURE AGENDA ITEMS**

Committee Review, Website, Survey Results

## **15 – BOARD AND PUBLIC COMMENT**

Dan Robertson thanked Danielle Fugere and the other community members that represented Crockett at the meeting with ConocoPhillips and Contra Costa County.

Dan invited everyone to attend the 'Colors of the Carquinez Art Show' on March 5th and 6th, from 11 AM to 5 PM, at 204 Bay Street. An artists' reception will also be held on March 5<sup>th</sup> from 5 PM to 8 PM.

Cole Adams thanked the Board for the work they do on behalf of the Community. He also noted that some of the garbage receptacles in town are not being emptied. Cyndee Bogard will contact Richmond Sanitary.

**16- ADJOURNMENT TO APRIL 7, 2011.**

Emma Sutton adjourned the meeting at 8:45 PM until April 7, 2011.

Respectfully submitted,

Jeanne Owens  
Office Secretary