

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

The meeting was called to order by CCF President Dean Kelch. Board members Joanna Cassese, Norma Garza-Black, Mike Kirker, Erin Mullen-Brosnan and Nancy Rieser were present. Danielle Fugere was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included Ann Brown, Trudie Jensen, Alison McKee, Robbie Miller, Kent Peterson, Dan Robertson, Mary Wais, Ron Wilson, Dick Zampa.

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

Dan Robertson reported that the Crockett Library would be having a presentation on Crockett History and a party to celebrate the Library's 100<sup>th</sup> birthday on March 15 at 2:00 PM. Alison McKee from the Contra Costa County Library reported that this event is the kick-off for the centennial celebration "Crockett Reads". Members of the community are invited to participate in a One City, One Book program. The chosen book is *Black Fire: The True Story of the Original Tom Sawyer--and of the Mysterious Fires That Baptized Gold Rush-Era San Francisco* by Robert Graysmith. Free copies of the book are available March 1 through April 27 at the library, while supplies last. On Saturday, March 29 at 2:00 PM, the library will host an informal discussion of the book for community members. On Saturday April 26 at 2:00 PM, Robert Graysmith is coming to the Crockett library to discuss his book and answer questions. Crockett's One City, One Book program is being funded with return-to-source funds.

Alison also reported that the Crockett Historical Society and Museum would be hosting an exhibit about the Crockett Library's 100 year history.

## **3 – PRESIDENT'S REPORT**

Dean Kelch reported that to date, \$4,300 has been received as a result of the CCF's November appeal letter. Dean also reported that the Board had its annual retreat on Sunday, February 9, at the Dead Fish. An overview of the retreat will be discussed later in the agenda.

## **4 – MICROGRANT APPROVAL**

There were no microgrants submitted in February.

## **5 - FUNDRAISING ASSISTANCE APPROVAL**

The Carquinez Toy Train Operating Museum is requesting that they be placed on the fundraising calendar for their April 26, June 28 and October 25 open house. Mike Kirker made a motion to approve the CTTOM for the April, June and October fundraising calendar. Joanne Casesse seconded the motion, and the motion carried unanimously.

The Crockett Women's Association is requesting that they be placed on the fundraising calendar for their April 2 Pampered Chef fundraiser. Erin Mullen-Brosnan made a

motion to approve the Crockett Women's Association for the April fundraising calendar. Mike Kirker seconded the motion, and the motion carried unanimously.

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

Organization: John Swett Education Foundation  
 Event: Prom  
 Amount: \$4,009.89

Organization: John Swett High School Class of 2014  
 Event: December Fundraising Week  
 Amount: \$258.76

## **6 – CONSIDER WALK OF HONOR MATCH**

Ron Wilson reported that the Walk of Honor is on May 17<sup>th</sup>, and that half of the proceeds from the event will be given to the CCSD to be used for the restoration of the memorial hall. The CCSD is requesting that the Board match local donations again this year. Ron reported that the CCSD's anticipated share will be \$20,000. Joanna Casesse made a motion to approve a match to the CCSD up to \$5,000 for the Walk of Honor. Erin Mullen-Brosnan seconded the motion and the motion carried with 5 ayes and Mike Kirker abstaining.

## **7 – CONSIDER MAKING LARGER MATCHING GRANTS PART OF THE REGULAR GRANT CYCLE**

At the February 6 Board meeting, it was the consensus of the Board that larger matching grants become part of the regular grant process, as the matching fund aspect will enhance the desirability of the grant. The Project Funding Committee discussed this and felt that if this program became part of the regular grant cycle, there might be problems with reporting procedures. The Project Funding Committee asked for the opportunity to discuss this further. Mike Kirker suggested that the Board consider a different type of grant for projects with exceptions, i.e. a legacy grant. The Project Funding Committee asked if Mike could sketch out his idea to present at the April Project Funding Committee meeting.

## **8 – MISSION STATEMENT MODIFICATION**

At the Board retreat, it was the consensus of the Board to modify the CCF's existing mission statement with the following changes: (1) **change** "*serve all segments of the Crockett community*" **to** "*serve all segments of the Crockett/Port Costa/Tormey communities*". (2) **Add** "*improve community resources*" the list of Foundation goals. There was a lengthy discussion. Nancy Rieser made a motion to approve the changes to the CCF mission statement. Joanna Casesse seconded the motion, and the motion carried unanimously.

Kent Peterson suggested that the mission statement be changed by a resolution. A resolution will be presented for approval at the April meeting.

## **9 - MICROGRANT AND FUNDRAISING ASSISTANCE FORM MODIFICATION**

At the Board retreat, it was suggested that the Fundraising Assistance and Microgrant application forms have a sentence encouraging students to present their proposal. The Project Funding Committee is suggesting the following sentence added to both forms: *"Organizations promoting youth related activities are encouraged to have the youth help present their proposal, if appropriate."* Norma Garza-Black made a motion to approve the modification to the Microgrant and Fundraising Assistance Forms. Nancy Reiser seconded the motion, and the motion carried unanimously.

## **10 - ELECTION**

Dean presented a draft of the December 2014 election schedule. Kent suggested that training sessions be added into the election schedule. Dean thought sessions should be added after the election. Joanna Casesse suggested that a postcard be sent to the CCF membership encouraging them to run for election.

## **11 - BOARD RETREAT**

The Board held their annual retreat on February 9. Topics discussed included: outreach, membership drives, fundraising, legacy donors, recruitment of directors, school district funding. The Board agreed to host a donor event in September to celebrate the CCF's 20<sup>th</sup> anniversary.

## **12 - TREASURER'S REPORT**

Mike Kirker presented the Treasurer's report for January. Net income for January was \$-2,687.37, expenses were \$3,515.26 and distributions were \$1,000. Total Liabilities & Equity was \$5,802,054.36. Erin Mullen-Brosnan made a motion to approve the Treasurer's report. Joanna Casesse seconded the motion, and the motion carried unanimously.

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

Nancy Rieser reported on correspondence received in February. Nancy also presented minutes from the February Board meeting. Erin Mullen-Brosnan made a motion to approve the Secretary's report and January minutes. Joanne Casesse seconded the motion, and the motion carried unanimously.

## **14 - COMMITTEE REPORTS**

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

## **15 - FUTURE AGENDA ITEMS**

Application for Larger Matching and Legacy Grants, Donor Event, Election, Approve Resolution for modified mission statement.

**16 - BOARD AND PUBLIC COMMENT**

Robbie Miller had concerns about the cut in sheriff's hours in Crockett. Mike Kirker suggested he attend the police liaison committee meeting.

**14 - ADJOURNMENT TO April 3, 2014.**

Dean Kelch adjourned the meeting at 8:30 PM until April 3, 2014.

Respectfully submitted,

Jeanne Owens  
Office Secretary