

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

The meeting was called to order by CCF Chairperson Danielle Fugere. Board members Joanna Cassese, Norma Garza-Black, Dean Kelch, Mike Kirker, Erin Mullen-Brosnan and Nancy Rieser were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included Karen Christianson, Fred Clerici, Virginia Crum-Ross, Joanne Dowell, Marilyn Goike, Jim Hardcastle, Kelsie Hardcastle, Kyle Hardcastle, Alicia Johnson, Olivia Meadows, Kent Peterson, Dan Robertson, Mary Wais, Courtney Wenti, Dick Zampa.

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

Kent Peterson reported that there was going to be a breakfast meeting with Supervisor Federal Glover on September 11, at 8:30 AM at the Crockett Community Center.

Fred Clerici reported that he had presented a proposal for the funding of the Odd Fellows Hall roof project. This will be put on the agenda for the October meeting.

Dan Robertson reported on the following events for September: Crockett Lion's Club Community BBQ on September 7, 1:00 to 5:00 PM; 30<sup>th</sup> Annual Coastal Clean-up at the Eckley Pier September 20 at 9:00 AM; Port Costa Conservation Society art show and BBQ September 20, 10:00 AM to 5:00 PM; free concert at the Community Center gazebo, Unauthorized Rolling Stones, September 21, 2:00 to 5:00 PM.

### **3 - PRESIDENT'S REPORT**

Dean Kelch welcomed everyone back from summer vacations.

### **4 - MICROGRANT APPROVAL**

The Crockett Lions Club is asking for a microgrant in the amount of \$1,000 to help with costs associated with their diabetes awareness bridge walk. Norma Garza-Black made a motion to make a grant to the Crockett Lion's Club in the amount of \$1,000. Mike Kirker seconded the motion, and the motion carried unanimously.

### **5 - FUNDRAISING ASSISTANCE APPROVAL AND PREAPPROVAL**

Erin Mullen-Brosnan made a motion to approve the following fundraising assistance deposits. Norma Garza-Black seconded the motion, and the motion carried with 6 ayes and Michael Kirker abstaining.

Organization: Carquinez PTA  
Event: Sugartown Festival King/Queen Raffle  
Amount: \$336.00

Organization: John Swett Class of 2015  
Event: Sugartown Festival Parking  
Amount: \$2,062.00

Organization: Crockett Chamber of Commerce  
Event: Sugartown Festival King/Queen Raffle  
Amount: \$2,126.00

The John Swett Class of 2016 is requesting that they be placed on the fundraising calendar for their October pancake breakfast and chili cook-off. Mike Kirker made a motion to approve the John Swett Class of 2016 for the October fundraising calendar. Norma Garza-Black seconded the motion, and the motion carried unanimously.

The Zampa Memorial Bridge is requesting that they be placed on the fundraising calendar for their December Crab Feed. Mike Kirker made a motion to approve the Zampa Memorial Bridge for the December fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

St Mark's Church is requesting that they be placed on the September fundraising calendar for their "San Marco Night" pasta dinner. Mike Kirker made a motion to accept St Mark's Church for the September fundraising calendar. Norma Garza-Black seconded the motion, and the motion carried unanimously.

The John Swett Athletic Boosters is requesting they be placed on the fundraising calendar for their October tri tip dinner. Norma Garza-Black made a motion to accept the JSAB for the October fundraising calendar. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

The John Swett Athletic Boosters and the John Swett Athletic Association also submitted five requests for matching funds for football game admissions. It was the consensus of the Board that football game admissions were not qualifying events for the fundraising assistance program.

## **6 – 444 LORING AVENUE BOUNDARIES**

Mike Kirker reported that the surveyor did visit 444 Loring Avenue, and that he is awaiting a report. Danielle Fugere reported that she has retained an attorney to address the threat of litigation, and also to advise the CCF on how to proceed on the boundary issue if, after the survey, the neighbor does not agree with the survey line.

## **7 – CCF ANNIVERSARY CELEBRATION**

Erin Mullen-Brosnan reported that the Community Outreach Committee is planning to hold the CCF anniversary celebration at the Old Homestead on November 2, 2:00 PM to 5:00 PM. Past Board members, founding Board members and current CCF members will be invited.

## **8 - ELECTION**

Mary Wais reported that all eight candidate petitions received the necessary 20 signatures of registered voters. The committee will now request proof of residence, showing an address prior to December 5, 2013, to fulfill eligibility requirements.

## **9 - APPROVE DONATION ACCEPTANCE POLICY**

At the August Board meeting Dean Kelch presented a draft gift acceptance policy for Board review. Danielle recommended a change in the Planned Gifts and Memorial sections: *Such purposes may restrict the use of such donations to the benefit of a specific area of our community (i.e., Crockett, Tormey or Port Costa)* was changed to read *Such purposes may restrict the use of such donations to the benefit of a specific area of interest*. Dean Kelch made a motion to accept the gift acceptance policy as amended. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

## **10 - DISCUSS GEMSTONE GRANT**

The Gemstone Foundation received a grant in the amount of \$10,000 to provide a visual skills assessment and intervention summer program for students in the John Swett Unified School District. Nancy Rieser reported that the program that was funded did not have IRB approval and that only two students, not the promised 20 students, were enrolled in the program. Consequently the program did not take place, and the CCF was not apprised of the situation. Nancy thought it was a good idea to send a letter to Gemstone voicing the CCF's concerns. Danielle asked Nancy to outline her concerns and she would draft a letter, inviting Gemstone to attend the October Board meeting.

## **11 - CLARIFICATION ON E-MAIL COMMUNICATIONS RE: THE BROWN ACT**

Kent Peterson gave a brief presentation on e-mail pertaining to the Brown Act. Kent reported anytime there is a quorum of Board members, the Brown Act requires that the meeting be noticed and open to the public. The Board is allowed to meet in closed session under certain circumstances, but must report on any action taken. The Brown Act also prohibits any series of communications, either directly or through intermediaries, to discuss, deliberate or take action on any item of business within the CCF's subject matter jurisdiction.

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

Mike Kirker presented the Treasurer's reports for July. July expenses were \$3,114.49, distributions were \$0 and total liabilities and equities were 6,001,699.92. Norma Garza-Black made a motion to approve the Treasurer's report. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

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

Nancy Rieser reported on correspondence received in August. Nancy also presented minutes from the August Board meeting. Mike Kirker made a motion to approve the

Secretary's report and August minutes. Joanna 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. Erin also reported that if the Board wants to send an appeal letter, it should go out in November. The Resource and Development Committee will work on the appeal letter.

#### **15 - FUTURE AGENDA ITEMS**

Odd Fellows Hall Roof, Discuss Gemstone Grant, 444 Loring Avenue Boundaries, Election, Tree Escrow Account, Anniversary Celebration, Fundraising Assistance Program Review.

#### **16 - BOARD AND PUBLIC COMMENT**

A citizen expressed her concerns about perceived backlash she was experiencing, as a result of her relationship as well as place of business. She was advised to call the sheriff if she wasn't feeling safe.

#### **17 - ADJOURNMENT TO OCTOBER 2, 2014**

Danielle Fugere adjourned the meeting at 9:00 PM until October 2, 2014.

Respectfully submitted,

Jeanne Owens  
Office Secretary