

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order at 7:00 PM by CCF Chairperson Jeff Frankel. Board members Fred Clerici, Nancy Miller, Gaunt Murdock, Marla Parada, Nancy Rieser and Chuck Spoon were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Cherie Bellecci, Donna Hoffman, Dan Robertson.

2 – PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

There was no board or public comment

3 - CONSIDER MICROGRANT APPROVAL

There were no microgrants received in July.

4 – FUNDRAISING ASSISTANCE PREAPPROVAL

The Italian Catholic Federation is requesting that they be approved for the CCF calendar for their July 24 BBQ (which took the place in lieu of their previously approved corned beef and cabbage dinner which was canceled due to covid-19 restrictions). Fred Clerici made a motion to approve the ICF for the July fundraising calendar. Chuck Spoon seconded the motion, and the motion carried unanimously.

The Carquinez Women’s Club is requesting that they be placed on the CCF fundraising calendar for August for their pasta and sausage drive-thru dinner. Fred Clerici made a motion to approve the CWC for the August fundraising calendar. Chuck Spoon seconded the motion, and the motion carried unanimously.

The Carquinez Toy Train Operating Museum is requesting that they be placed on the August fundraising calendar for their virtual train show (this would take the place of the May train show that had been preapproved at the CCF February Board meeting). It was the consensus of the Board to approve the CTTOM for their August fundraiser.

5 – APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS

There were no fundraising deposits received in July.

6 – APPROVAL OF 2020/2021 BUDGET

Fred Clerici presented a draft of the FY 2020-2021 budget for Board approval. The Board had the opportunity to ask questions. Fred reminded the Board that the budget is a guideline and that adjustments can be made for unforeseen costs. Gaunt Murdock made a motion to approve the budget. Nancy Miller seconded the motion, and the motion carried unanimously.

7 – ELECTION

Jeanne Owens reported that petitions have been received from 4 candidates; Jeffrey Frankel, Olivia Lizotte, Brian Montgomery and Gaunt Murdock. Jeanne will send the petitions to the League of Women Voters for verification. Another petition had been turned in with Doc-u-sign signatures. It was the consensus of the election committee to not accept doc-u-sign signatures as they cannot be compared to the signatures at the elections department, and also because the League of Women voters informed us that Contra Costa County does not accept doc-u-sign signatures. It was the consensus of the Board to not accept the petition with doc-u-sign signatures. Marla suggested that the Election Committee look into the use of doc-u-sign for future elections.

Jeff Frankel and Gaunt Murdock agreed to voluntarily leave the Election Committee, since they are official candidates and it would be a conflict of interest for them to stay on the committee. Nancy Miller volunteered to take their place on the Election Committee. Members of the Election Committee going forward are Chuck Spoon (Chair), Nancy Miller, Mary Wais, Dolores Morales and Jeanne Owens.

Jeff Frankel asked if the Board should have a contingency plan in the event the League of Women Voters cannot verify signatures. It was the consensus of the Board to address that issue when and if it arises.

8 – OFFICE ORGANIZATION

Fred Clerici reported that he and Nancy Miller are developing a plan to organize the office. Fred has been cleaning up the spare rooms and going through paperwork and organizing it in a more efficient manner. He reported that there may be some expenditures for shelving and filing cabinets. Fred also instructed Jeanne to contact Richmond Sanitary and request service for 444 Loring Avenue. Jeff Frankel suggested that the Board consider digitizing CCF records.

Jeanne Owens reported that there is a mouse problem, but that Crockett Cogeneration has offered to attempt to seal off access points. Gaunt Murdock offered to fix the thresholds in an effort to keep the mice out of the building.

9 – FUNDRAISING SUPPORT FOR NON-PROFITS (GIVING TUESDAY)

Marla Parada is suggesting that CCF consider participating in “Giving Tuesday” which is a movement to create an international day of charitable giving on the first Tuesday after Thanksgiving. Marla reported that she has contacted representatives from Giving Tuesday who are recommending a third party online fundraising platform that would create a web page for each of the organizations that CCF would support (Marla has scheduled a demonstration with one group next week). Donations would go directly to the non-profit. CCF could also consider donations via a button on our website and have a payment platform (i.e. PayPal) to accept donations. Jeff Frankel volunteered to research what it would take to modify our website to accept donations. Marla also suggested that CCF reach out to the various nonprofits to see if there is any interest in participating in this program.

10 – TREASURER’S REPORT

Fred Clerici gave the Treasurer’s report for August 1 to August 31, 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 \$18,353.59, which included administration and investment fees paid to EBCF. Total liabilities and equity through January was \$10,657,660.49. Nancy Rieser made a motion to approve the Treasurer’s report. Gaunt Murdock seconded the motion, and the motion carried unanimously.

11 - SECRETARY’S REPORT AND APPROVAL OF MINUTES

Nancy Miller presented minutes from the July Board meeting. Gaunt Murdock reported that he is listed as Gaunt Miller and would like it corrected and changed to Murdock. Fred Clerici made a motion to approve the Secretary’s report and July minutes as amended. Nancy Rieser seconded the motion, and the motion carried unanimously.

12 - COMMITTEE REPORTS

Jeanne Owens reported that there are several final reports that need to be approved by the Project Funding Committee. Nancy Rieser suggested that Jeanne look over the reports and flag any potential problems.

13 – FUTURE AGENDA ITEMS

Election, Giving Tuesday, Modification of website to include payment platform.

14 – BOARD AND PUBLIC COMMENT

Fred Clerici reported that the C&H Credit Union has merged with Northern California Credit Union. They are opening up their membership to anyone, and it is located on Pomona next to Epperson Gallery.

15 – ADJOURNMENT TO SEPTEMBER 3, 2020

Jeffrey Frankel adjourned the meeting at 8:30 PM until **SEPTEMBER 3, 2020**.

Respectfully submitted,

Jeanne Owens
Office Secretary