

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

The meeting was called to order at 7:15 PM by CCF Chairperson Jeff Frankel. Board members Nancy Miller, Gaunt Murdock, Marla Parada and Chuck Spoon were present. Fred Clerici and Nancy Rieser were absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included Scott Bartlebaugh, Kent Peterson, Heather Posner, Dan Robertson, Mary Wais.

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

There was no Board or public comment.

**3 - CONSIDER MICROGRANT APPROVAL**

Little Roses Preschool is requesting a \$1,000 microgrant to pay for professional cleaning and sanitization of the classroom. Chuck Spoon made a motion to make a grant to Little Roses Preschool in the amount of \$1,000. Gaunt Murdock seconded the motion, and the motion carried unanimously.

**4 – FUNDRAISING ASSISTANCE PREAPPROVAL**

The John Swett Band Boosters are requesting that they be placed on the CCF fundraising calendar for their October recycling drive. Gaunt Murdock made a motion to approve JSBB for the October fundraising assistance calendar. Nancy Miller seconded the motion, and the motion carried unanimously.

The Carquinez Toy Train Operating Museum had been preapproved for a fundraising assistance matching grant for their annual train show. CTTOM informed the Board via Jeanne that they would be changing the event to a “virtual” train show. Gaunt Murdock made a motion to accept the change to a “virtual” train show. Marla Parada seconded the motion, and the motion carried unanimously.

**5 – APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS**

Chuck Spoon made a motion to approve the following fundraising assistance deposit. Nancy Miller seconded the motion, and the motion carried unanimously.

Organization: Carquinez Women’s Club  
Event: Drive-thru Pasta & Sausage Dinner  
Amount: \$5,862.96 (includes \$1,000 CCF Contribution)

## **6 - CROCKETT IMPROVEMENT ASSOCIATION – PARCEL TAX FOR TOWN MAINTENANCE**

Kent Peterson and Scott Bartlebaugh reported that they had turned in a grant application to pay for the costs of a petition drive and public election to support a town maintenance program. CCF has been funding much of the maintenance throughout town, and a past Board member had asked Kent to look into an alternative funding source. The purpose of the presentation was to inform and educate the CCF board about the CIA proposal for a ballot measure to fund town maintenance and to get Board feedback. A separate presentation will be made as part of the grant application process regarding funding election costs for this measure. The cost of the tax would be \$31.00 per year for five years. The Board had a lengthy discussion, and expressed concerns about funding something of a political nature.

## **7 – ELECTION**

Chuck Spoon reported that a candidates' forum has been scheduled for November 12 at 7:00 PM. The election committee will be meeting on October 21 to discuss the format for the forum. Jeanne will begin preparing the election mailing and will need assistance. The Election Committee plans to have the ballots mailed out on November 4.

## **8 – FUNDRAISING SUPPORT FOR LOCAL NONPROFITS – CONSIDER INCREASING NUMBER OF FUNDRAISING ASSISTANCE GRANTS**

Jeff Frankel reported that CCF has established a PayPal account, and successfully put the donation button on the website, however it is still not working properly. Jeff and Jeanne will work on solving the problem next week.

Marla Parada asked the Board if they wanted her to continue pursuing Giving Tuesday. It was the consensus of the Board that due to the cost of the software, this might be something that could be considered sometime in the future.

At the September Board meeting it had been suggested that CCF increase the number of fundraising assistance grants to non-profits. It was the consensus of the Board to discuss this at the November meeting.

## **9 – TREASURER'S REPORT**

Nancy Miller gave the Treasurer's report for September 1 to September 30, 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 \$2,775.24. Total liabilities and equity through October were \$11,087,920.36. Marla Parada made a motion to approve the Treasurer's report. Chuck Spoon seconded the motion, and the motion carried unanimously.

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

Nancy Miller presented minutes from the September Board meeting. Nancy also reported on correspondence which included the following grant applications: Contra Costa County Resource Conservation District (CCRCD) - \$3,490, children's area at shoreline festival; CCRCD - \$264,335, Union Pacific crossing arm; Crockett Improvement Association - \$20,950, public election for property tax assessment; Little Roses Preschool - \$27,220, garden program and cleaning expenses. There was also a letter from the Contra Costa CDBG program with information on their kickoff meeting to be held on Thursday, October 15 via Zoom. Gaunt Murdock made a motion to approve the Secretary's report and September minutes. Chuck Spoon seconded the motion, and the motion carried unanimously.

## **11 - COMMITTEE REPORTS**

There were no committee reports.

## **12 - FUTURE AGENDA ITEMS**

Election, oral grant presentations, increase number of fundraising assistance grants for non-profits, signature card at Bank of the West.

## **13 - BOARD AND PUBLIC COMMENT**

Gaunt Murdock reported that as part of the 444 Loring Avenue Committee he will be meeting with the landscaper to discuss the irrigation system.

Jeanne reported that a group is interested in holding a Christmas Decorating Contest. It was the consensus of the Board that the group submit a microgrant request.

## **14 - ADJOURNMENT TO NOVEMBER 5, 2020**

Jeff Frankel adjourned the meeting in memory of Medoro Pagni at 8:45 PM until **NOVEMBER 5, 2020.**

Respectfully submitted

Jeanne Owens  
Office Secretary