

### **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, Anne Mann, Heather Posner, Dan Robertson, Mary Wais.

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

Dan Robertson reported that the September edition of the Crockett Signal is out.

### **3 - CONSIDER MICROGRANT APPROVAL**

The Port Costa Conservation Society is requesting a \$1000 microgrant to pay for repairs and resurfacing of the asphalt at the Port Costa School. The project had already been completed, but PCCS was hoping CCF would be willing to make a one-time exception, as PCCS has had to cancel fundraising events due to Covid-19 restrictions. After a lengthy discussion Fred Clerici made a motion to make a one-time exception and make a grant to PCCS in the amount of \$1000. Nancy Rieser seconded the motion, and the motion carried with 6 ayes and Gaunt Murdock voting no. Jeff Frankel wanted to stress that this is an exception; under normal circumstances this request would be denied.

Little Roses Preschool is requesting a \$1000 microgrant for the purchase of an air conditioner and air purifiers for Little Roses Preschool. Gaunt Murdock made a motion to make a grant to Little Roses Preschool in the amount of \$1000. Marla Parada seconded the motion, and the motion carried unanimously.

### **4 – FUNDRAISING ASSISTANCE PREAPPROVAL**

The Italian Catholic Federation (ICF) is requesting that they be placed on the CCF fundraising calendar for their September drive-thru chicken BBQ. Nancy Rieser made a motion to approve ICF for the September fundraising assistance calendar. Nancy Miller seconded the motion, and the motion carried unanimously.

The Carquinez Women’s Club (CWC) is requesting that they be placed on the CCF fundraising calendar for their October drive-thru rib BBQ and their November Gourmet Dinner Raffle. (Cherie informed the Board that the accounting from the dinner raffle would not come in until after the dinner has been completed, sometime in 2021.) Gaunt Murdock made a motion to approve the CWC for the October and November fundraising calendar. Chuck Spoon seconded the motion, and the motion carried unanimously.

The Crockett Lions Club was previously approved by the Board for a September “grab and go” BBQ. Nancy Miller gave an update and reported that the event has been changed to a virtual BBQ, September 11 thru 27<sup>th</sup>.

## **5 – APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS**

Nancy Rieser made a motion to approve the following fundraising assistance deposits. Fred Clerici seconded the motion, and the motion carried unanimously.

Organization: John Swett Education Foundation  
Event: Virtual Lemonade Stand  
Amount: \$11,132.16 (includes \$1,000 CCF Contribution)

Organization: Italian Catholic Federation  
Event: Drive-thru BBQ  
Amount: \$3855.97 (includes \$1,000 CCF Contribution)

## **6 – ELECTION**

Chuck Spoon reported that four candidates have submitted petitions. The League of Women Voters have verified that all four candidates have the minimum number of signatures required from registered voters, however the League was unable to compare signatures with those on file at the elections department, as in previous years (due to covid restrictions at the elections department). Chuck Spoon made a motion to accept petitions without the signature verification, as long as signers are listed as registered voters. Nancy Rieser seconded the motion, and the motion carried unanimously.

Chuck Spoon made a motion that CCF not accept doc-u-sign signatures, as the Contra Costa County Elections Department and League of Women Voters does not recognize doc-u-sign signatures as valid. Fred Clerici seconded the motion, and the motion carried unanimously.

## **7 – FUNDRAISING SUPPORT FOR LOCAL NONPROFITS (GIVING TUESDAY)**

Marla Parada reported that she was shown a demonstration of software that could be used for Giving Tuesday, where donations could be made to directly to individual organizations in the community (at a cost of \$8000). Marla suggested that this might be something that could be considered sometime in the future, since at the August meeting it had been the consensus of the Board that donations are made directly to CCF.

## **8 – MODIFICATION OF WEBSITE TO ACCEPT PAYMENT PLATFORM**

At the August meeting the Board had discussed adding a donate button on to the CCF's website. Marla Parada reported that Pay Pal for non-profits charges 2.2% plus .30 per transactions. It was the consensus of the Board to contact Ed Tannenbaum (who set up CCF's website), to see if he would be interested in assisting Jeff Frankel in adding this feature to our website. The Board agreed to pay Ed for his services. Jeanne will contact Ed and set up a meeting with Mr. Frankel.

## **9 – CONSIDER IRRIGATION BID FROM VILLA’S LANDSCAPING**

Jeanne Owens reported that our landscaper (Villa’s Landscaping) presented a bid to replace our failing irrigation system in the amount of \$1835. It was the consensus of the Board that Jeanne obtain a second bid. Gaunt also offered to come and take a look at the existing system.

## **10 – COPY SERVICES**

Jeanne Owens reported that there has been an increase in the amount of copying that she has been doing for local non-profits, specifically color copying, which results in a significant increase in copy overage charges. It was the consensus of the Board that Jeanne continues to provide this service for now, and revisit at a later date if the amount of copying becomes excessive.

## **11 – 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 \$13,950.93 which included administration and investment fees paid to EBCF in the amount of \$11,030.22. Total liabilities and equity through January was \$11,087,920.36. Gaunt Murdock made a motion to approve the Treasurer’s report. Chuck Spoon seconded the motion, and the motion carried unanimously.

## **12 - SECRETARY’S REPORT AND APPROVAL OF MINUTES**

Nancy Miller presented minutes from the August Board meeting. Nancy also reported on correspondence which included a letter from Contra Costa County informing CCF that Crockett’s share of return to source property tax is \$123,637; a letter from Girl Scouts of America informing CCF of a security breach. Chuck Spoon made a motion to approve the Secretary’s report and August minutes. Nancy Miller seconded the motion, and the motion carried unanimously.

## **13 - COMMITTEE REPORTS**

There were no committee reports.

## **14 – FUTURE AGENDA ITEMS**

Election, increase number of fundraising assistance grants for non-profits

## **15 – BOARD AND PUBLIC COMMENT**

Fred Clerici reported that that Dale McDonald is resigning as General Manager of the Crockett Community Services District.

Mary Wais reported that the CCSD is very close to completing the purchase of Hosselkus Chapel.

**16 – ADJOURNMENT TO OCTOBER 1, 2020**

Jeff Frankel adjourned the meeting at 8:40 PM until **OCTOBER 1, 2020**.

Respectfully submitted

Jeanne Owens  
Office Secretary