

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order by CCF Chairperson Dean Kelch. Board members Harold Burnett, Joanna Cassese, Michael Kirker, Erin Mullen-Brosnan and Nancy Rieser were present. Fred Clerici was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Patti Bartlebaugh, Scott Bartlebaugh, Joanne Dowell, Jay Jenkins, Frank McCullough, Kent Peterson, Maureen Powers, Dan Robertson, Ron Wilson and Al Zampa.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Mary Wais reported that on Friday, December 4, the Crockett Historical Society would be hosting their *Night at the Museum* event. Tickets will be available at the door for \$25.

Nancy Rieser reported that the Alexander tree lighting would be on December 4, and the Crockett Community Holiday Party would be held on Sunday, December 6, at 5:00 PM.

Joanna Casesse reported that the Crockett Lions would be hosting their annual free community dinner on Friday, December 11 at the Crockett Scout Hall on Loring Avenue, 5:00 to 7:00 PM.

Harold Burnett reported that it has been the CCFs policy to match Memorial donations up to \$100 per donor up to \$1,000 total. He was expecting donations to come in memory of Marcelina Morales, which will be passed on to the Catholic Church.

3 - MICROGRANT APPROVAL

The Crockett improvement Association is requesting a microgrant in the amount of \$1,000 for Post Office and Plaza Beautification. Harold Burnett made a motion to make a grant to the Crockett Improvement Association in the amount of \$1,000. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

4 – FUNDRAISING ASSISTANCE PREAPPROVAL AND APPROVAL

The Crockett Bass Club is requesting that they be placed on the fundraising calendar for their January Crab Feed. Harold Burnett made a motion to approve the Crockett Bass Club for the January fundraising calendar. Nancy Rieser seconded the motion, and the motion carried with 4 ayes and Joanna Casesse abstaining.

Michael Kirker made a motion to approve the following fundraising assistance deposits. Harold Burnett seconded the motion, and the motion carried with 4 ayes and Joanna Cassese abstaining.

Organization: Crockett Boy Scouts
Event: Mexican Dinner
Amount: \$4,196.38 (includes \$1,000 CCF Contribution)

Organization: Saint Marks
Event: Pasta Dinner
Amount: \$3,010.11 (includes \$1,000 CCF Contribution)

Organization: Crockett Community Services Department
Event: Toot's Benefit Fundraiser
Amount: \$2,057.56 (includes \$1,000 CCF Contribution)

Organization: John Swett Athletic Boosters
Event: Tri-Tip Dinner
Amount: \$3,271.14 (includes \$1,000 CCF Contribution)

5 - DISCUSS AND DETERMINE GRANT PACKAGE

A lengthy discussion took place in which Board members gave their opinions on funding for each grant application.

Nancy Rieser made a motion to approve a grant in the amount of \$36,864 to the Crockett Community Services District to be used to fund architectural drawings for a deck on the Crockett Community Center. Michael Kirker seconded the motion, and the motion carried unanimously.

Michael Kirker made a motion to make a grant to the Crockett Chamber of Commerce in the amount of \$8,000 to be used for the 2016 Sugartown Festival. Harold Burnett seconded the motion, and the motion carried with 5 ayes and Nancy Rieser abstaining.

6 - CONSIDER REIMBURSEMENT OF STREET LIGHT MAINTENANCE ACCOUNT AND REVOLVING FUND.

Kent Peterson reported that he has expended no funds on the eight street lights that are in need of repair. He currently has \$6,000 in the revolving fund and approximately \$2,800 in the lighting fund. He will be asking for reimbursement of the streetlight maintenance account and revolving fund after he pays for the repairs.

7 - REFINE CRITERIA FOR FUNDRAISING ASSISTANCE PROGRAM

It was the consensus of the Board to table this item, and include it on a future agenda.

8 - CONSIDER CHANGE TO FISCAL YEAR FROM CALENDAR YEAR

Fred Clerici had previously recommended that the Board consider changing from a calendar year to a fiscal year, to mirror EBCF and to match when the CCF files its tax return. Michael Kirker made a motion to change to a fiscal year. Nancy Rieser seconded the motion, and the motion carried unanimously.

9 - REVIEW 2016 SIX MONTH BUDGET

Fred Clerici prepared a draft of the January – June 2016 budget for Board review. He will be scheduling a Budget & Finance Committee meeting in December. A final budget will be presented for approval at the January 2016 meeting.

10 - TREASURER'S REPORT

Harold Burnett gave the Treasurer's report for November 1 to November 23, 2015, 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 \$5,688.98. Total liabilities and equity through November was \$6,763,326.02. Jeanne Owens added that Fred had amended his October report, as the endowment total was incorrect. Michael Kirker made a motion to accept the Treasurer's report. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

11 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Erin Mullen-Brosnan reported on correspondence received in November, which included a letter from the Al Zampa Memorial Bridge Society informing us that their December Crab feed is cancelled. Joanna Cassese made a motion to approve the Secretary's report and November minutes, Nancy Rieser seconded the motion, and the motion carried unanimously.

12 - COMMITTEE REPORTS

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

13 - FUTURE AGENDA ITEMS

Election of Officers, Committee Appointments, Refinement of the Fundraising Assistance Program.

14 - BOARD AND PUBLIC COMMENT

Dean Kelch has been researching alternatives for a better return on the endowment, and reported that Vanguard has a non-profit mutual fund. This will be put on the agenda for discussion at the February meeting.

15 - ADJOURNMENT TO January 7, 2016

Dean Kelch adjourned the meeting in memory of Marcelina Morales at 8:30 PM until **January 7, 2016.**

Respectfully submitted,

Jeanne Owens
Office Secretary