

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

The meeting was called to order by CCF Chairperson Michael Kirker. Board members Joanna Cassese, Fred Clerici, Dean Kelch, Erin Mullen-Brosnan and Nancy Rieser were present. Harold Burnett was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Jeff Airoidi, Larry Haydon, Sarah Humann, David Kreutzinger, Frank McCullough, Dolores Morales, Dan Robinson, Mary Wais, and Ron Wilson.

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

Mary Wais reported that the CIA would be sponsoring the Spring Town Clean-up on Saturday, April 23. Workers should meet at Alexander Park at 9:00 AM.

Mary Wais also reported that the Carquinez Women's Club is having a drawing. Prizes are as follows: 3<sup>rd</sup> prize is an iPad; 2<sup>nd</sup> prize is a dinner for 10 at the Old Homestead or at your home; Grand Prize is a free rental of the Old Homestead. Tickets are \$10 each, or 3 tickets for \$20.

Dean Kelch reported that there would be a work party at the CREEC Greenhouse on Saturday, April 9, 10:00 AM to 2:00 PM.

Sarah Humann reported that there was also a Port Costa Community Garden work party on Saturday, April 9, 10:00 AM to 2:00 PM.

Ron Wilson reported that Lifeline Screenings was coming to the Community Center on Thursday, May 19<sup>th</sup>, 8:30 AM to 5:30 PM. Lifeline Screenings can determine if you have risk factors for carotid artery, peripheral arterial disease, abdominal aortic aneurysm, atrial fibrillation, osteoporosis, or other problems. The cost ranges from \$60 to \$70 per test, or all five tests for \$149.

Deborah Brandon reported that there was going to be a Relay for Life at John Swett High School on June 4. She encouraged everyone to join an existing team or create their own team.

John Swett Unified School District Superintendent Rob Stockberger wanted to address the CCF's inquiry regarding use of their electronic sign to advertise town events. He reported that if the event was linked to something involving the school it would be okay, but to broaden it to events not including the school would be problematic.

Mr. Stockberger also reported that on Monday, April 11, there would be a crew to handle weed abatement at both John Swett High School and Carquinez Middle School.

### **3 - MICROGRANT APPROVAL**

The Crockett Virtus Club is requesting a microgrant in the amount of \$1,000 to pay for a band for the Memorial Day Concert in Rithet Park. Fred Clerici made a motion to approve a grant in the amount of \$1,000 to the Crockett Virtus Club. Nancy Rieser seconded the motion, and the motion carried unanimously. The Board reminded the Virtus Club to come and pick up one of the CCF's event banners to hang at the concert.

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

The Crockett Girl Scouts are requesting that they be placed on the CCF fundraising calendar for their May 14<sup>th</sup> town wide yard sale fundraiser. Dean Kelch made a motion to approve the Crockett Girl Scouts for the May fundraising calendar. Fred Clerici seconded the motion, and the motion carried unanimously.

The Crockett Community Services District (CCSD) is requesting that they be placed on the CCF fundraising calendar for their May 14<sup>th</sup> town wide yard sale hot dog sales. Erin Mullen-Brosnan made a motion to approve the CCSD for the May fundraising calendar. Fred Clerici seconded the motion, and the motion carried unanimously.

The Port Costa Conservation Society (PCCS) is requesting that they be placed on the CCF fundraising calendar for their May 28<sup>th</sup> town wide yard sale. Erin Mullen-Brosnan made a motion to approve the PCCS for the May fundraising calendar. Fred Clerici seconded the motion, and the motion carried unanimously.

The Carquinez Toy Train Operating Museum (CTTOM) is requesting that they be placed on the CCF fundraising calendar for their June, October and December train shows. Dean Kelch made a motion to approve the CTTOM for the June, October and December fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

The Project Funding Committee had reviewed three fundraising deposits and found that some of the accounting was incorrect, however did not affect the CCF match. It was also noted that all three deposits lacked examples of advertising the CCF match. Joanna Cassese felt that there should be some consequence for the missing advertisements. Fred Clerici made a motion to approve the requests, with the condition that the CCF will not accept any submissions in the future from these organizations without proof of advertising the CCF match. Dean Kelch seconded the motion, and the motion carried unanimously.

Organization: Crockett Bass Club  
Event: Shrimp Dinner  
Amount: \$6,473.72 (includes \$1,000 CCF Contribution)

Organization: Crockett Lions Club  
Event: Corned Beef & Cabbage Dinner  
Amount: \$3,299.00 (includes \$1,000 CCF Contribution)

Organization: Crockett Boy Scouts  
Event: Pancake Breakfast  
Amount: \$2540.99 (includes \$1,000 CCF Contribution)

## **5 - MEMORIAL DONATION GUIDELINES**

The Rules and Regulations Committee met to decide on rules for the CCF Memorial Program. The rules are as follows: There will be a three month time limit beginning with the first donation; the CCF will match up to \$1,000; the CCF will only match up to \$100 per donor; donations must include contact information. Dean Kelch will prepare a draft of the program for a vote at the May Board meeting.

## **6 - CONSIDER REVISION OF THE DONATION ENVELOPE**

Dean Kelch reported that the Resource & Development Committee had met to revise the membership/donation envelope. They are proposing to eliminate some membership categories and donation amounts. Dean will present the changes at the May meeting.

## **7 - ELECTION**

Erin Mullen-Brosnan reported that the League of Women Voters has agreed to handle the 2016 CCF Board of Directors election.

## **8 - TREASURER'S REPORT**

Fred Clerici gave the Treasurer's report for March 1 to March 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 \$3,075.36. Total liabilities and equity through March was \$6,597,063.25. Dean Kelch made a motion to approve the Treasurer's report. Nancy Rieser seconded the motion, and the motion carried unanimously.

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

Erin Mullen-Brosnan reported on correspondence received in March. Erin also presented minutes from the March Board meeting. Fred Clerici made a motion to approve the Secretary's report and March minutes. Harold Burnett seconded the motion, and the motion carried unanimously.

## **10 - COMMITTEE REPORTS**

Erin Mullen-Brosnan reported that the Project Funding Committee met to review final reports and fundraising assistance deposits. Dean Kelch reported that the Rules and Regulations Committee had met to discuss the Memorial Program. Joanne Cassese reported that the Community Outreach Committee will meet to discuss small quarterly events.

**11 - FUTURE AGENDA ITEMS**

Election, Approve Memorial Donation Guidelines, Donation envelope, oral grant presentations.

**12 - BOARD AND PUBLIC COMMENT**

Fred Clerici encouraged Board members to read through their grant applications, and to feel free to visit the applicants to ask questions.

**13 - ADJOURNMENT TO May 5, 2016**

Michael Kirker adjourned the meeting at 8:00 PM until **MAY 5, 2016**.

Respectfully submitted,

Jeanne Owens  
Office Secretary