

### **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: Deborah Brandon, Alicia Heimer, Sarah Humann, Frank McCullough, Dolores Morales, Mary Wais.

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

Deborah Brandon asked the Board if they had any interest in funding a grant to New Horizons, an employment outreach organization located in Rodeo, but was not able to provide specific information about a project. Erin Mullen-Brosnan suggested that New Horizons visit the CCF website to see if their project meets CCF guidelines. Deborah also reported that New Horizons would be hosting a block party on August 16 at the Rodeo Senior Center.

### **3 – CONSIDER MICROGRANT APPROVAL**

There were no microgrant applications submitted in June or July.

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

The John Swett Class of 2017 asked to be placed on the CCF fundraising calendar for their July Festival Parking fundraiser. Nancy Rieser made a motion to approve the John Swett Class of 2017 for the July fundraising calendar. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

The Crockett Chamber of Commerce is requesting that they be placed on the July fundraising calendar for their Sugartown Festival Wheel of Fortune proceeds. Fred Clerici reported that the Chamber deposit (received after the initial request) also included a match on the Chamber's raffle and t-shirt sales. After a lengthy discussion it was the consensus of the Board to only match the Wheel of Fortune proceeds, as requested on the (form). Fred Clerici made a motion to match the Chamber of Commerce Wheel of Fortune proceeds for the July fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

The Port Costa Conservation Society is requesting that they be placed on the fundraising calendar for their August Car Show and BBQ. Dean Kelch made a motion to approve the PCCS for the August fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

The John Swett Education Foundation had submitted a fundraising assistance application for their July Festival Lemonade Sales. There was not a representative from JSEF, so this request will be put on the agenda for the September meeting.

## 5 - APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS

Dean Kelch made a motion to approve the following fundraising assistance deposits. Joanna Cassese seconded the motion, and the motion carried unanimously.

Organization: Carquinez Women's Club  
Event: Drawing  
Amount: \$2,788.06 (includes \$1,000 CCF Contribution)

Organization: Crockett Boy Scouts  
Event: Fish Fry  
Amount: \$5,594.95 (includes \$1,000 CCF Contribution)

Organization: Crockett Girl Scouts, Troop #33313  
Event: Festival Hot Dog Sales  
Amount: \$2,195.19 (includes \$1,000 CCF Contribution)

Organization: Crockett Lions Club  
Event: Pasta Dinner  
Amount: \$3,595 (includes \$1,000 CCF Contribution)

Organization: John Swett Education Foundation  
Event: Sweat for Swett Fun Run  
Amount: \$3,271.01 (includes \$1,000 CCF Contribution)

Organization: Port Costa Conservation Society  
Event: Townwide Yard Sale  
Amount: \$3,072.41 (includes \$1,000 CCF Contribution)

The Crockett Chamber of Commerce had also submitted a deposit in the amount of \$424.39 for the Townwide Yard Sale. The Project Funding Committee did not approve funding for this request, as they needed clarification on missing receipts. It will be addressed at the next meeting, if information is gleaned.

## 6 - ELECTION

Erin Mullen-Brosnan reported that Nancy Rieser and Gaunt Murdoch turned in petitions for the 2016 election. Since only two applications were received for three open positions, Erin reported that the Board could choose to extend the deadline, or choose to qualify Nancy and Gaunt by the League of Women Voters and then appoint the third candidate. It was the consensus of the Board not to extend the deadline, have a board vote to seat the qualified candidates in January, and appoint the remaining candidate in January or February. Appointees will be required to submit a Candidate's Statement and proof of residency, as in previous years.

## **7 - CONSIDER AN ANNUAL NON PROFIT OF THE YEAR APPRECIATION DINNER HOSTED BY THE CCF**

Joanna Cassese posited a suggestion that the CCF host a Non-Profit of the Year Appreciation Dinner, and asked for input from the Board. Nancy Rieser was worried that the larger non-profits would have an advantage over any smaller or newer non-profits. Fred Clerici had concerns on how the CCF would determine the winner, and felt that since the CCF distributes funds to the town, it is important to maintain a level of neutrality. Mike Kirker suggested that the non-profits themselves vote to determine the winner, not being able to vote for themselves. Erin Mullen-Brosnan suggested several awards could be given, for example an award could be given to the group that uses the CCF funding the most creatively. It was the consensus of the Board to have Joanna bring this idea back to the Community Outreach Committee for development. Joanna also reported that the Outreach Committee was not planning a community event in October.

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

Fred Clerici gave the Treasurer's report for July 1 thru July 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 \$16,572.93, (which included \$12,094.39 in EBCF investment and administration fees). Total liabilities and equity through July was \$6,990,941.44. Dean Kelch made a motion to approve the Treasurer's report. Nancy Rieser seconded the motion, and the motion carried unanimously. Fred also distributed a draft FY 2016/2017 budget for Board review. Fred will meet with the Budget and Finance Committee in August to finalize the budget for presentation at the September meeting.

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

Erin Mullen-Brosnan reported on correspondence received in June and July, which included a letter from the Contra Costa County Administrator reporting that the Foundation's share of Crockett Cogeneration Property tax is \$244,325. Erin also presented minutes from the June Board meeting. Nancy Reiser made a motion to approve the Secretary's report and June minutes. Dean Kelch seconded the motion, and the motion carried unanimously. Nancy reminded the Secretary to put out the sandwich board advertising the CCF monthly meeting at the bridgehead, and Erin agreed that the advertising is a good idea.

## **10 - COMMITTEE REPORTS**

Erin Mullen-Brosnan reported that the Project Funding Committee met to review final reports and fundraising assistance deposits. Deborah Brandon reported that the CCF Outreach Committee had a very successful Pop-Up event, Sundae Sunday. The committee served over 170 ice cream sundaes to community members enjoying the nearby Crockett Pool as well as other visitors. Five memberships/renewals were received at the event.

**11 - FUTURE AGENDA ITEMS**

Election, Approve FY 2016/2017 budget

**12 - BOARD AND PUBLIC COMMENT**

Deborah Brandon reported that the RMAC inaccurately reported that the CCF received \$7,000,000 annually from Crockett Cogeneration at a recent meeting.

**13 - ADJOURNMENT TO SEPTEMBER 1, 2016**

Michael Kirker adjourned the meeting at 9:20 PM until **September 1, 2016.**

Respectfully submitted,

Jeanne Owens  
Office Secretary