

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 and Erin Mullen-Brosnan and were present. Harold Burnett and Nancy Rieser were absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Cherie Bellecci, Donna Brasesco, Joanne Dowell, Chris Goehe, Clorinda Haisley, Diane Haydon, Larry Haydon, Dave Hobson, Olivia Meadows, Dan Robertson, Irma Simmons, Sylvia Smith, Salli Spoon, Diane Thomas, Mary Wais, Ron Wilson.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Michael Kirker thanked Port Costa for allowing us to use their school for our Board meeting, and for providing refreshments.

Mary Wais reported that there was going to be a Relay for Life at John Swett High School on June 4, 12:00 PM to 10:00 PM.

Joanna Cassese reported that the CCF would be having their first quarterly “pop up” event on June 26 at the Epperson Gallery, 1:00 PM – 4:00 PM. Learn the history of the building and see the art that is presently displayed.

3 – CONSIDER MICROGRANT APPROVAL

There were no microgrant applications submitted in May.

4 – FUNDRAISING ASSISTANCE PREAPPROVAL

The Crockett Recreation Department is requesting that they be placed on the CCF fundraising calendar for their July 4 BBQ. Fred Clerici made a motion to approve the Crockett Recreation Department for the July fundraising calendar. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

The Crockett Girl Scout Troop #33313 is requesting that they be placed on the July fundraising calendar for their Sugartown Festival hot dog sales. Erin Mullen-Brosnan made a motion to approve the Crockett Girl Scouts for the July fundraising calendar. Dean Kelch seconded the motion, and the motion carried unanimously.

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: JSUSD PTAs
Event: Mexican Dinner
Amount: \$4,795.95 (includes \$1,000 CCF Contribution)

Organization: Crockett Community Services District
Event: Memorial Hall BBQ
Amount: \$1,437.78 (includes \$718.89 CCF Contribution)

Organization: Crockett Girl Scouts, Troop #33313
Event: Townwide Yard Sale
Amount: \$1,052.52 (includes \$526.26 CCF Contribution)

6 - DISCUSS AND DETERMINE GRANT PACKAGE

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

Fred Clerici made a motion to approve a grant in the amount of \$15,000 to the Little Roses Preschool, to be used to purchase initial supplies to open a licensed preschool in Crockett. Dean Kelch seconded the motion, and the motion carried unanimously.

Joanna Cassese made a motion to make a grant to the John Swett Unified School District in the amount of \$5,000 to be used to help fund the ASSIST project. Dean Kelch seconded the motion, and the motion carried unanimously. Fred Clerici commented that he would like to see the JSUSD contribute to this project.

Fred Clerici made a motion to make a grant to the Carquinez Women's Club in the amount of \$9,652.50 to cover the majority of costs for a licensed landscape architect to create a landscape plan for the Old Homestead. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously. Fred Clerici added that it would nice if the plan could incorporate the Edwards Creek.

Fred Clerici made a motion to make a grant to the Crockett Chamber of Commerce up to the amount of \$10,000 to pay for holiday decorations at the plaza, lighting the tree at Alexander Park/Community Center and the lighting of the tree at Edwards and Alexander Streets. Fred added that grant funds should be issued in two separate payments, the first in the amount of \$5,000 to be paid immediately, and the second to be paid out in the Fall, following a report by the Chamber of Commerce with an update on additional money they have collected for the project. Dean Kelch seconded the motion, and the motion carried unanimously.

7 - ELECTION

Erin Mullen-Brosnan reported that the League of Women Voters has agreed to handle the 2016 CCF Board of Directors election. The League of Women Voters is currently preparing a contract, which the Election Committee will review. Erin also reported that there is a scheduled candidate's night for Thursday, November 17.

8 - SUGARTOWN FESTIVAL DUTIES

It was the consensus of the Board to have a booth at the Sugartown Festival and to sponsor the "Double Your Donation" program. Joanna Cassese made a motion to match

up to \$1,500 in donations for the day with the match being limited to \$20 per donor (rather than the \$100 per donor match used in the past). Michael Kirker seconded the motion, and the motion passed with 3 ayes, Dean Kelch voting no, and Fred Clerici abstaining. It was suggested that each donation be put in an envelope with the dollar amount and the donor's name and address. Mary Wais suggested that the Board do election outreach at the festival.

9 - APPROVE REVISION OF MEMBERSHIP DONATION ENVELOPE

Dean Kelch presented the Board with a draft of a revised membership/donation envelope that the Resource & Development Committee prepared at their last meeting. The committee had changed the name of membership categories and donation amounts had been changed. Dean Kelch made a motion to accept the revisions on the envelope, with friendly punctuation amendments provided by Erin. The motion failed for lack of a second. The Board had concerns that the category names were too random and needed to be more generic. Joanna Cassese made a motion to send this back to the committee for revision. The motion failed for lack of a second. Dean Kelch made a motion to go with the following membership categories: Individual (\$10); Family (\$25); Business/Corporate (\$50); Sponsoring (\$100); Lifetime (\$1,000). Fred Clerici seconded the motion, and the motion carried unanimously.

10 - JULY MEETING SCHEDULE

Dean Kelch made a motion to forego the July Board meeting. Fred Clerici seconded the motion and the motion carried unanimously.

11 - TREASURER'S REPORT

Fred Clerici gave the Treasurer's report for May 1 thru May 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 \$3,750.65. Total liabilities and equity through April was \$6,910,144.08. Dean Kelch made a motion to approve the Treasurer's report. Joanna Cassese seconded the motion, and the motion carried unanimously. Dean reminded Fred that there was an endowment contribution spreadsheet that he should refer to when making contributions into the endowment.

12 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Erin Mullen-Brosnan reported on correspondence received in May. Erin also presented minutes from the May Board meeting. Joanna Cassese made a motion to approve the Secretary's report and May minutes. Dean Kelch seconded the motion, and the motion carried unanimously.

13 - COMMITTEE REPORTS

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

Community Outreach Committee met to discuss small quarterly “pop up” events at various locations throughout Crockett. The first event will take place at Epperson Gallery on June 26, 1:00PM to 4:00 PM.

14 - FUTURE AGENDA ITEMS

Election

15 - BOARD AND PUBLIC COMMENT

There was no Board or Public Comment.

16 - ADJOURNMENT TO August 4, 2016

Michael Kirker adjourned the meeting at 9:12 PM until **August 4, 2016**.

Respectfully submitted,

Jeanne Owens
Office Secretary