

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: Victoria Ayala, Cherie Bellecci, Pat Botta, Deborah Brandon, Donna Brasesco, Ruthie Maricich, Larry Hayden, Diana Hayden, Dave Hobson, Ruthie Maricich, Frank McCollough, Olivia Meadows, Dan Robertson, Diane Thomas, Mary Wais.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Mary Wais reported that Crockett's annual townwide yard sale is on Saturday May 14, 8:00 AM to 3:00 PM. She also reminded everyone to be sure to stop at Crockett's historic Memorial Hall on Pomona Avenue for lunch. Hot dog/Polish dogs, chips and a drink will be sold from 10:30 AM to 1:00 PM. All proceeds go towards restoration of the Memorial Hall, which will be open for tours.

Dan Robertson reported that May 14 is also the USPS food drive. Postal workers will pick up food when they deliver your mail.

Dan also reported that on May 19, 20, 21, 22 the John Swett High School Theater will be performing the musical "The Wiz" at the high school auditorium. Tickets are \$15 for adults and \$10 for students, at the door, the school's main office and J&L Market.

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.

Run or walk at the John Swett Education Foundation's "Sweat for Swett" Fun Run, Sunday, May 22, 9:00 AM, at Carquinez Middle School. Tickets are \$30 in advance or \$35 at the starting line, with student discounts. Included is a T-shirt, "goodie bag," snacks and drinks. Proceeds are used to benefit the John Swett Schools. Tickets can be purchased online at <http://www.johnswettef.org/> or at J&L Market.

Mary Wais reported that Saturday, May 21 is the annual Walk of Honor for our Veterans across the Alfred Zampa Memorial Carquinez Bridge. Participants should check in at the Community Center, walk begins at 10:00 AM. Lunch and a t-shirt will be included.

Mary Wais also reported that the Crockett Museum would be open to celebrate Memorial Day on Monday, May 30. Visitors are invited to come to the museum to honor veterans and view the new mini-exhibit about the 211th Coast Artillery. Refreshments will be served. Festivities start at 11:00 AM and end at 3 PM. There will also be a free Memorial Day concert in Rithit Park with big band music by The Johnny G. Band, 1:00 to 3:00 PM.

Other events in May include the Boy Scout Fish Fry on Friday May 20, 4:00 to 8:00 PM, at the Scout Hall on Loring Avenue and the Port Costa Townwide Yard Sale in Port Costa, May 28, 9 AM to 4:00 PM.

3 - MICROGRANT APPROVAL

The John Swett High School Drama Department is requesting a microgrant in the amount of \$1,000 to offset costs for the school musical, *The Wiz*. Fred Clerici made a motion to approve a grant in the amount of \$1,000 to the John Swett Drama Department. Joanna Cassese seconded the motion, and the motion carried unanimously.

4 - FUNDRAISING ASSISTANCE PREAPPROVAL

The John Swett Education Foundation is requesting that they be placed on the CCF fundraising calendar for their May 22 "Sweat for Swett" Fun Run. Joanne Cassese made a motion to approve the John Swett Education Foundation for the May fundraising calendar. Dean Kelch seconded the motion, and the motion carried unanimously.

5 - APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS

Organization: John Swett Band Boosters
Event: Crab Feed
Amount: \$11,997.18 (includes \$1,000 CCF Contribution)

Organization: Crockett Women's Association
Event: Clever Container Sales
Amount: \$915.20 (includes \$457.60 CCF Contribution)

6 - ORAL GRANT PRESENTATIONS

Grant applicants were given the opportunity to give a presentation on their application for grant money. After their presentation, Board members had the opportunity to ask questions. The Board will make final decisions on grant funding at the June 2 Board meeting held at the Port Costa School.

Little Roses Preschool - Start-up Supplies

Little Roses Preschool is requesting \$15,000 in funding for initial supplies to open a licensed preschool in Crockett.

John Swett Unified School District - Assist Program

The John Swett Unified School District is requesting \$5,000 to be used to help fund the ASSIST program at Rodeo Hills Elementary and Carquinez Middle School.

Carquinez Women's Club – Old Homestead Landscape Architect

The Carquinez Women's Club is requesting \$9,652.50 to cover the majority of costs for a licensed landscape architect to create a landscape plan for the Old Homestead. These services are needed to insure that renovations in the Old Homestead Garden are done completely and correctly.

Crockett Chamber of Commerce – Holiday Decorating 2016

The Crockett Chamber of Commerce is requesting \$18,262 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.

7 – APPROVE MEMORIAL DONATION MATCHING GUIDELINES

Dean Kelch reported that the Rules and Regulations Committee had met and come up with the following guidelines for the Memorial Donation Matching Program:

1. Donations in memory of an individual will be matched by the Crockett Community Foundation for a period of 3 months.
2. The maximum total amount of money matched by the Crockett Community Foundation for any one memorial or CCF initiated event will be \$1000.
3. When other requirements are met, an individual donor can have up to \$100 matched by the Crockett Community Foundation for a specific memorial or CCF event.
4. All donors must provide contact and donation information for the records of the Crockett Community Foundation (name, address, and amount of donation).

Michael Kirker suggested that numbers 2 and 3 be changed to CCF **initiated** event. Fred Clerici made a motion to approve the guidelines for the memorial donation match, as amended. Nancy Reiser seconded the motion, and the motion carried unanimously.

8 - 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 eliminated. The Board had a lengthy discussion and determined that they would like the \$10 level to be brought back. There were also concerns that the category names were too random, and should instead mean something related to the level of the donation. It was the consensus to send Board suggestions back to the committee, and have them come up with funding level names that are linear.

9 – 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 at their June meeting.

Erin also reported that there is a scheduled candidate's night for Thursday, November 17.

10 - TREASURER'S REPORT

Fred Clerici gave the Treasurer's report for April 1 to April 30, 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 \$16,367.28, which included EBCF administration and investment fees. Total liabilities and equity through April was \$6,682,285.09. Dean Kelch made a motion to approve the Treasurer's report. Nancy Rieser seconded the motion, and the motion carried unanimously.

11 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Erin Mullen-Brosnan reported on correspondence received in April, which included correspondence from the CCF's attorney regarding the 444 Loring Avenue property dispute. Erin also presented minutes from the April Board meeting. Joanna Cassese made a motion to approve the Secretary's report and April minutes. Nancy Reiser 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. 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.

13 - FUTURE AGENDA ITEMS

Discuss and Determine Grant Package, Election, July Meeting Schedule, Sugartown festival duties, donation envelope.

14 - BOARD AND PUBLIC COMMENT

Jeanne Owens reminded everyone that the June meeting would be held at the Port Costa School.

Diane Thomas reported that she was very impressed with the Crockett Community Foundation Board, and felt that the Board was doing a great job.

13 - ADJOURNMENT TO June 2, 2016

Michael Kirker adjourned the meeting at 9:00 PM until **June 2, 2016 at the Port Costa School.**

Respectfully submitted,

Jeanne Owens
Office Secretary