

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

The meeting was called to order by CCF President Dean Kelch. Board members Joanna Cassese, Danielle Fugere, Norma Garza-Black, Mike Kirker, Erin Mullen-Brosnan and Nancy Rieser were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included Fred Clerici, Greg Ockander, Kent Peterson, Dan Robertson, Mary Wais, Shelly Wallent, Dick Zampa.

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

Kent Peterson reported that the quarterly breakfast with Supervisor Glover went well, although was not as well attended as the January breakfast. Kent also reported that there would be an e-waste collection on April 12, 10:00 AM to 2:00 PM at 6<sup>th</sup> & Ceres Streets.

Mary Wais reported that most small tax-exempt organizations whose annual gross receipts are normally \$50,000 or less are only required to electronically submit the Form 990-N, also known as the *e-Postcard* instead of a Form 990 or Form 990-EZ. She suggested that the Rules and Regulations committee meet to discuss amending the CCF grant application to allow for the 990N. Mary also asked that people be careful about what they flush down their toilets.

Dan Robertson reported that the April Crockett Signal is on sale.

## **3 – PRESIDENT’S REPORT**

Dean Kelch reported that he attended a two hour workshop on legacy giving at the East Bay Community Foundation. Kent reported that he had attended the same workshop last year, and is working on a proposal to bring to the Resource & Development Committee. Dean thought it important to explore new ways to bring money into the Foundation, as the CCF’s major source of funding ends in ten years.

Dean also reported that he is putting together a tentative schedule for committee meetings.

## **4 – MICROGRANT APPROVAL**

There were no microgrants submitted in March.

## **5 - FUNDRAISING ASSISTANCE APPROVAL**

The Carquinez Model Railroad Society is requesting that they be placed on the fundraising calendar for their May 3 town wide yard sale and May 10 National Train Day open house. Erin Mullen Brosnan made a motion to approve the CMRS for the May fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously. Mr. Ockander (CMRS) reported that they have submitted a grant application to fund the replacement of the roof at the Odd Fellows Hall building.

The Carquinez Women's Club is requesting that they be placed on the fundraising calendar for their September tea. Erin Mullen-Brosnan made a motion to approve the Carquinez Women's Club for the April fundraising calendar. Mike Kirker seconded the motion, and the motion carried unanimously.

The John Swett Community Based Instruction Class is requesting that they be placed on the fundraising calendar for their April Spring/Easter sale. Mike Kirker made a motion to approve the John Swett Community Based Instruction Class for the April fundraising calendar. Joanne Cassese seconded the motion, and the motion carried unanimously.

Erin Mullen-Brosnan made a motion to approve the following fundraising assistance deposits. Nancy Rieser seconded the motion, and the motion carried unanimously.

Organization: Crockett Bass Club  
 Event: Crab Feed  
 Amount: \$5,830.16

Organization: Crockett Boy Scouts  
 Event: Pancake Breakfast  
 Amount: \$2,751.72

Organization: Crockett Lion's Club  
 Event: Corned Beef & Cabbage Dinner  
 Amount: \$2,727.00

Organization: John Swett Band Boosters  
 Event: Stadium Echoes Concert  
 Amount: \$2,935.00

## **6 - APPROVE RESOLUTION 2014-1, MISSION STATEMENT MODIFICATION**

Dean Kelch presented resolution 2014-1, which modifies the CCF's existing mission statement with the following changes: (1) **change** "*serve all segments of the Crockett community*" **to** "*serve all segments of the Crockett/Port Costa/Tormey communities*". (2) **Add** "*improve community resources*" **to** the list of Foundation goals. Mike Kirker made a motion to approve the changes to the CCF mission statement. Norma Garza-Black seconded the motion, and the motion carried unanimously.

## **7 – CONSIDER MAKING LARGER MATCHING GRANTS PART OF THE REGULAR GRANT CYCLE**

The Board has decided that larger matching grants should become part of the regular grant process, and has tasked the Project Funding Committee to come up with a way to include these matching grants in the regular grant process. The committee is also considering a type of legacy grant addendum. The Project Funding Committee asked for more time to explore this. This item will be on the May agenda.

## **8 – ELECTION**

Jeanne Owens reported that the Benicia League of Women Voters has agreed to handle our election. Petitions will be available on May 1. The May edition of the Crockett Signal will include an ad advertising the election. There was some discussion about putting the full petition in the June and July editions of the Crockett Signal. The Election Committee will meet on April 10 to review forms and discuss various ways to advertise the election. They will also make a recommendation regarding the Crockett Signal Ad.

## **9 – DONOR EVENT**

Joanne Cassese reported that the Community Outreach Committee would be meeting to discuss the donor event. They will have a report at the May meeting.

## **12 - TREASURER'S REPORT**

Mike Kirker presented the Treasurer's report for February. Net income for February was \$-1,730.75, expenses were \$2,062.86 and distributions were \$2,100. Total Liabilities & Equity was \$5,798,223.61. Joanne Cassese made a motion to approve the Treasurer's report. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

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

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

## **14 - COMMITTEE REPORTS**

Erin Mullen-Brosnan reported that the Project Funding Committee met to review final reports and fundraising assistance deposits, and to discuss applications for larger matching grants.

Dean Kelch reported that the Community Outreach, Election, Rules and Regulations and Resource and Development committees will all meet in April.

**15 - FUTURE AGENDA ITEMS**

Oral Grant Presentations, Application for Larger Matching and Legacy Grants, Donor Event, Election.

**16 - BOARD AND PUBLIC COMMENT**

Dean Kelch reported that there will be a work party to do weeding at the CREEC Greenhouse on Saturday, April 5 from 9:00 AM -12:00 PM.

**14 - ADJOURNMENT TO MAY 1, 2014.**

Dean Kelch adjourned the meeting at 8:15 PM until May 1, 2014.

Respectfully submitted,

Jeanne Owens  
Office Secretary