

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

The meeting was called to order by CCF Chairperson Dean Kelch. Board members Joanna Cassese, Danielle Fugere, Mike Kirker, Erin Mullen-Brosnan, Nancy Rieser, and Emma Sutton were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance were: Dee Boyd Burr, Janet Callaghan, Tegan Clive, Dean Colombo, Virginia Crum-Ross, Charles Davidson, Billie Davis, Paul Davis, Joanne Dowell, Theresa Foglio, Chris Goehe, Candice Hutchinson, Ryan Howell, Greg Okander, Janet Pygeorge, Dan Robertson, and Ed Tannenbaum.

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

Mary Wais thanked outgoing Board member Emma Sutton for her service to the community and congratulated newly elected Board members. She advised the Board to prepared to say no to applicants, to make grant recipients accountable for funds received; be a hands-on director; serve on committees; read and understand monthly packets; and vote on grant applications using established criteria.

Chris Goehe and Dan Robertson also expressed their thanks to the outgoing Board member.

Emma thanked the community for the privilege and honor of serving on the Board.

Erin Mullen-Brosnan presented Emma with a certification of appreciation for her years of service on the Board.

## **3 – SWEARING IN OF NEW DIRECTORS**

Dean Kelch swore in Board members Erin Mullen-Brosnan, Nancy Rieser and Joanna Cassese, who recited the Crockett Community Foundation oath.

## **4 – MICROGRANT APPROVAL**

The Crockett Lions Club is requesting a microgrant in the amount of \$1,000 for a Juvenile Diabetes Awareness Walk on the Al Zampa Memorial Bridge. Funds will be used to send diabetic children to summer camps to learn how to manage their condition. Mike Kirker asked if Crockett children would be going to the camp. Virginia Crum-Ross was not sure if local children would be going, but that the event benefits Crockett by bringing the community together for a good cause and bringing people into town. Erin Mullen-Brosnan made a motion to approve a grant in the amount of \$1,000 to the Crockett Lion's Club. Mike Kirker seconded the motion, and the motion carried with 5 ayes and Joanna Cassese abstaining.

The Community Working Group, sponsored by the Crockett Lion's Club, is requesting a \$1,000 microgrant that will pay for Communities for a Better Environment to review the 500+ page EIR relating to the proposed Phillips 66 Propane Recovery Project. The CBE will provide technical analysis and written comments, which must be submitted to the

county by the August 9 deadline, for a significantly reduced cost based on the community's previous relationship with CBE. Erin Mullen-Brosnan made a motion to approve a grant in the amount of \$1,000 to the Community Working Group. Nancy Rieser seconded the motion, and the motion carried with 4 ayes and Danielle Fugere and Mike Kirker abstaining.

Danielle Fugere made a motion that the CCF also submit a comment raising concerns, and asking the county to make sure the community is protected and that all mitigations are made. Nancy Rieser seconded the motion, and the motion carried unanimously. Erin Mullen-Brosnan and Danielle Fugere will prepare a comment to submit to the county before the August 9 deadline. The CCF will also send out a blast e-mail informing the community that they are also welcome to submit comments.

Janet Callaghan reported that during the renegotiation of the Good Neighbor Agreement, the citizen groups of Crockett and Rodeo split the cost of an environmental attorney. Janet reported that Rodeo would be hiring an attorney for mitigation issues related to the proposed expansion project, and hoped that Crockett would again split the cost with them. This issue will be addressed at the September meeting.

## **5 - FUNDRAISING ASSISTANCE APPROVAL**

The Carquinez Firefighters Association is requesting that they be placed on the fundraising calendar for their August 17 spaghetti dinner. Danielle Fugere made a motion to approve the Carquinez Firefighters Association for the August fundraising calendar. Mike Kirker seconded the motion, and the motion carried unanimously.

The John Swett Class of 2014 is requesting that they be placed on the July fundraising calendar for parking at the Sugartown Festival. This request was submitted 30 days in advance, but since the CCF did not meet in July, it could not be approved before the event had taken place. Joanna Cassese made a motion to accept the John Swett Class of 2014 for the July fundraising calendar. Mike Kirker seconded the motion, and the motion carried unanimously.

The John Swett Education Foundation is requesting that they be placed on the July, September and November fundraising calendar for their Sugartown Booth, Annual Giving Campaign and the Get Lucky Prom. Mike Kirker made a motion to accept the John Swett Education Foundation for the July, September and November fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

The Al Zampa Memorial Bridge Foundation is requesting that they be placed on the fundraising calendar for their December crab feed. Danielle Fugere made a motion to approve the Al Zampa Memorial Bridge Foundation for the December fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

The John Swett Band Boosters is requesting that they be placed on the fundraising calendar for their September candy sale and their March Crab Feed. Danielle Fugere made a motion to accept the John Swett Band Boosters for the September and March

fundraising calendar. Mike Kirker seconded the motion, and the motion carried unanimously.

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

Organization: Crockett Firefighters Association  
Event: Fill the Boot  
Amount: \$3,751.91

Organization: Carquinez Model Railroad Society  
Event: National Train Day  
Amount: \$1,640.00

Organization: Carquinez Model Railroad Society  
Event: Town Wide Yard Sale  
Amount: \$1,970.00

Organization: Crockett Boy Scouts  
Event: Fish Fry  
Amount: \$6,425.89

Organization: Crockett Lion's Club  
Event: Pasta Dinner  
Amount: \$3,099.18

Organization: Crockett Swim Team  
Event: Pizza Card Sales  
Amount: \$3,480.00

Organization: Crockett Women's Association  
Event: Pampered Chef Sales  
Amount: \$694.00

Organization: Port Costa Conservation Society  
Event: Town Wide Yard Sale  
Amount: \$926.00

## **6 - ELECTION OF OFFICERS**

It was the consensus of the Board that the following persons stay in the office indicated after the name of each, as per a vote at that January 2013 meeting: Dean Kelch, Chairperson; Erin Mullen-Brosnan, President; Mike Kirker, Treasurer; Danielle Fugere, Vice President. Danielle Fugere made a motion that Nancy Rieser take the office of Secretary for the remainder of 2013. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

## **7 – 2013 COMMITTEE APPOINTMENTS**

The following individuals have agreed to serve on the committees listed below:

Rules and Regulations: Danielle Fugere\*, Dean Kelch, Fred Clerici, and Karen Peterson.

Community Outreach: Erin Mullen-Brosnan\*, Joanna Cassese, Mike Kirker, Dolores Morales, and Karen Peterson.

Project Funding Committee: Erin Mullen-Brosnan\*, Nancy Rieser, Emma Sutton, Fred Clerici, Dolores Morales, Karen Peterson, Mary Wais, Ron Wilson.

Resource & Development Committee: Danielle Fugere\*, Dean Kelch, Chris Goehe, Karen Peterson

Finance: Danielle Fugere, Mike Kirker\*, Fred Clerici, Kent Peterson.

Election: Joanna Cassese, Dean Kelch\*, Chris Goehe, Mary Wais.

444 Loring Avenue: Mike Kirker\*, Dean Kelch, Chris Goehe.

## **8 – BOARD VACANCY**

Dean Kelch reported that with the resignation of James Easterday, the Board needs to appoint someone to fulfill his term through December 2014. The timeline is as follows: applications were made available on July 16; applications are due back on September 2. Candidates will be interviewed at the September 5 Board meeting and sworn in at the October meeting.

## **9 – BYLAW CHANGE**

Dean Kelch presented the bylaw changes recommended by the Rules and Regulations committee, which was read at the May 2 and June 2 Board meetings. Danielle Fugere made a motion to deem this the third reading, and accept the bylaw changes. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

## **10 – CONFLICT OF INTEREST**

Danielle Fugere reported that directors may be abstaining from votes when they should not have to do so. She would like to change the conflict of interest form to reflect a “perceived conflict of interest”, which is where a Director may belong to an organization, but there is no financial gain, and an actual conflict of interest. The Rules & Regulations Committee will schedule a meeting to amend the conflict of interest form. They will present it to the Board at the September meeting.

## **11 - TREASURER’S REPORT**

Mike Kirker presented the Treasurer’s report for May. Net income for May was \$236,236.19, expenses were \$12,374.81 and distributions were \$4,800. Total Liabilities & Equity was \$5,393,938.56. Danielle Fugere made a motion to approve the Treasurer’s report. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

**12 - SECRETARY'S REPORT AND APPROVAL OF MINUTES**

Jeanne Owens reported on correspondence received in June and July. Jeanne also presented minutes from the June Board meeting. Erin Mullen-Brosnan made a motion to approve the Secretary's report and June minutes. Danielle Fugere seconded the motion, and the motion carried unanimously.

**13 - COMMITTEE REPORTS**

Erin Mullen-Brosnan reported that the "Double Your Donation Booth" at the Sugartown Festival was a success. The CCF collected donations in the amount of \$1,543 to be matched and distributed to various local non-profits. Erin reported that the Board had agreed on a maximum match of \$1,000, but made a motion to match the full amount. Joanna Cassese seconded the motion, and the motion carried unanimously. Joanna Cassese will write an article for the Crockett Signal about the program.

Erin Mullen-Brosnan reported that the Project Funding Committee met to look over final reports and fundraising assistance deposits.

Danielle Fugere reported that the meeting with EBCF and the budget and finance committee to discuss administrative fees on the endowment will be rescheduled for August.

**14 - FUTURE AGENDA ITEMS**

Phillips 66 expansion project, Board candidate interviews, conflict of interest, endowment.

**15 - BOARD AND PUBLIC COMMENT**

There was no Board or public comment.

**16 - ADJOURNMENT TO SEPTEMBER 5, 2013.**

Dean Kelch adjourned the meeting at 9:10 PM until September 5, 2013.

Respectfully submitted,

Jeanne Owens  
Office Secretary