

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

The meeting was called to order by CCF President Dean Kelch. Board members Joanna Cassese, Norma Garza-Black, Mike Kirker, Erin Mullen-Brosnan and Nancy Rieser were present. Danielle Fugere was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included Jean Bodeaux, Norma Clerici, Dean Colombo, Joe Costa, Ron Costa, Virginia Crum-Ross, Paul Davis, Gerald Epperson, Chris Goehe, K. Hangartner, Ryan Howell, Carol Lampson, Sylvia Melero, Gary Miner, Greg Okander, Kent Peterson, Maureen Powers, Dan Robertson, Emma Sutton, Stephen Vallentyne, Mary Wais, and Ron Wilson.

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

Crockett's town wide yard sale is May 3. Maps will be sold at the downtown plaza on Pomona. There will also be an open house at the Memorial Hall, 102 Pomona Avenue. The Memorial Hall Committee will be selling hot dog or Polish sausage, chips and soda. Proceeds will go toward restoration of the Hall.

The Walk of Honor for Veterans is at 10:00 AM, Saturday, May 17. Registration is \$25 and benefits the Crockett Community Services District (for Memorial Hall restoration) and the Viet Nam Veterans of Diablo Valley.

Dan Robertson reported that there would be a Cinco de Mayo party at the Crockett Library starting at 6:00 PM. This is to celebrate the library's new schedule, which includes hours on Monday from 2:00 to 8:00 PM.

Paul Davis reported that the John Swett Education Foundation would be having their Sweat for Swett 5K Fun Run fundraiser on Sunday, June 1. The race will begin at 9:00 AM at Carquinez Middle School. Racers run through the Crockett hills, ending at the John Swett High School field.

### **3 - PRESIDENT'S REPORT**

Dean Kelch reported that the June meeting will be held at the Port Costa School.

### **4 - MICROGRANT APPROVAL**

Bob Triglia is requesting \$1,000 on behalf of the Crockett Virtus Club, to be used to pay for a band for a Memorial Day celebration at Rithet Park. The band will play from 1:00 to 3:00 PM. Joanne Cassese made a motion to make a grant to the Crockett Virtus Club in the amount of \$1,000. Nancy Rieser seconded the motion, and the motion carried unanimously.

The John Swett High School Drama Club is requesting a grant in the amount of \$1,000 to offset costs associated with the production of the musical "Grease". Mike Kirker made a motion to approve a grant in the amount of \$1,000 to the John Swett Drama Department. Erin Mullen-Brosnan seconded the motion, and the motion carried unanimously.

## **5 - FUNDRAISING ASSISTANCE APPROVAL**

The John Swett Education Foundation is requesting that they be placed on the fundraising calendar for their June 1 Sweat for Swett 5K fun run. Norma Garza-Black made a motion to approve the John Swett Education Foundation for the June fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

The Carquinez Middle School PTA is requesting that they be placed on the fundraising calendar for their June 12<sup>th</sup> 8th Grade Promotion Party. Erin Mullen-Brosnan made a motion to approve the Carquinez Middle School PTA for the June fundraising calendar. Norma Garza-Black seconded the motion, and the motion carried unanimously.

The Crockett Firemen's Association is requesting that they be placed on the fundraising calendar for their May "Fill the Boot" donation drive. Erin Mullen-Brosnan pointed out to the Board that Firemen's Association did not submit their application 30 days in advance of their event, as per the rules of the fundraising assistance program. Nancy Rieser made a motion to approve the Crockett Firemen's Association for the May fundraising calendar. Mike Kirker seconded the motion with the condition that this will not set a precedent. The motion carried with 4 ayes, Erin Mullen-Brosnan voting no and Joanna Cassese abstaining.

The Crockett Swim Team is requesting that they be placed on the fundraising calendar for their June pizza card sales, July swim-a-thon, and August penny wars. Norma Garza-Black made a motion to approve the Crockett Swim Team for the June, July and August fundraising calendar. Nancy Rieser seconded the motion, and the motion carried unanimously.

The Crockett Historical Society is requesting that they be placed on the fundraising calendar for their August 1 Valona paint out. Norma Garza Black made a motion to approve the Crockett Historical Society for the August fundraising calendar. Joanna Casesse seconded the motion, and the motion carried with 5 ayes and Erin Mullen-Brosnan abstaining.

The Carquinez Middle School PTA is requesting that they be placed on the fundraising calendar for their July Sugar City Queen/King raffle. Joanne Cassese made a motion to approve the Carquinez Middle School PTA for the July fundraising calendar. Norma Garza Black seconded the motion, and the motion carried unanimously.

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

Organization: Crockett Women's Association  
Event: Pampered Chef  
Amount: \$ 597.00

Organization: John Swett High School Band Boosters  
Event: Crab Feed  
Amount: \$4,433.16

The John Swett CBI class had also turned in a deposit, but the Project Funding Committee felt that they needed more information. Erin Mullen-Brosnan made a motion to approve a grant to the John Swett CBI class in the amount of \$846.00 with the condition that they turn in a more complete report. Mike Kirker seconded the motion, and the motion carried unanimously.

## **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 5 Board meeting; \$75,000 has been budgeted for the entire year's grant allocations (June is the first of 2 grant cycle months).

### *Crockett Recreation Department*

The Crockett Recreation Department is requesting \$8,175 to be used to fund free community entertainment with their summer concert series. Concerts are scheduled for July 4<sup>th</sup>, August 17<sup>th</sup> and September 21<sup>st</sup>.

### *Memorial Hall Park Neighborhood Group*

The Memorial Hall Park Neighborhood Group is requesting \$53,867 to renovate the park around Memorial Hall at Pomona and Alexander Streets.

Kent Peterson informed the Board that the flag pole at Memorial Hall was going to be restored and repaired prior to Memorial Day, and wanted to know if the Board would still consider the flag pole work as sweat equity toward the project. Although it was the opinion of several board members that the flag pole repairs might count as in-kind services for their project, a final determination will be made during the grant discussion at the June meeting.

### *Gemstone Foundation*

The Gemstone Foundation is requesting \$10,000 to be used to provide a summer program to improve learning-related visual skills in students who are struggling readers.

### *John Swett Band Boosters*

The John Swett Band Boosters are requesting \$47,418 to be used to purchase a large cache of musical instruments that would be used by the John Swett High School Band.

### *Carquinez Model Railroad Society*

The Carquinez Model Railroad Society is requesting \$70,000 to be used to replace the roof of their club facility at 645 Loring Avenue.

## **7 – APPLICATION FOR LARGER MATCHING GRANTS AND LEGACY GRANTS**

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 a future agenda.

## **8 – ELECTION**

Joanna Cassese reported election petitions are ready, and posted on our website. She also reported that signs and banners have been made to be placed throughout town. There will also be a sandwich sign at the bridgehead, and a banner on the fence at the pool. The Election Committee met and discussed advertising in the Crockett Signal, and it was the consensus of the committee to use our monthly ad space in the Signal to advertise, rather than put the complete petition in the publication. The Election Committee felt the money would be better spent on a town mailing if there is not an adequate response.

## **9 - DONOR EVENT**

Erin Mullen-Brosnan reported that the Community Outreach Committee met and discussed several ideas for a 20<sup>th</sup> anniversary celebration/donor event. The tentative plan is to hold the party at the Old Homestead on the first Sunday afternoon in November, inviting all past Board members, including founding Board members, and the CCF membership. The committee is hoping to have pictures on display of some of the projects that the CCF has funded over the years.

## **10 - CLARIFICATION OF 444 LORING AVENUE PROPERTY BOUNDARIES**

Dean Kelch reported that there is an individual who claim he owns the property next to the CCF office. Because of his activities, some of the neighbors have started to complain. Chris Goehe reported that the when the CCF had the property surveyed it was recommended that we file a grant deed with the county to establish ownership at the current boundaries. The deed was filed and the property belongs to the CCF. Chris reported that the fence is located several feet in front of the property line, and if the fence is moved to reflect the actual property line, it might solve the problem. It was the consensus of the Board that if the fence is moved to the CCF's actual fence line it may

solve the problem. The Loring Avenue Committee will discuss this and bring a recommendation to the Board.

### **9 - TREASURER'S REPORT**

Mike Kirker reported that our bookkeeper has been hospitalized and was not able to prepare the monthly financial report.

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

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

### **11 - COMMITTEE REPORTS**

Dean Kelch reported that the Rules and Regulations Committee met, and have come up with verbiage for grantees to use to show the CCF's support. This will be put on the agenda for June.

Dean also reported that Danielle Fugere has contacted EBCF asking for someone to give a presentation on legacy giving to the Resource and Development Committee. Dean also presented some ideas to show the Board regarding estate planning.

### **12 - FUTURE AGENDA ITEMS**

CCF Anniversary Celebration, election, discuss and determine grant package, grantee acknowledgement verbiage.

### **13 - BOARD AND PUBLIC COMMENT**

There was no Board or public comment.

### **14 - ADJOURNMENT to June 5, 2014 at Port Costa School.**

Dean Kelch adjourned the meeting at 9:00 PM until June 5, 2014.

Respectfully submitted,

Jeanne Owens  
Office Secretary