

1 - CALL TO ORDER - WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order at 7:00 PM by CCF Chairperson Emma Sutton. Board members James Easterday, Danielle Fugere, Dean Kelch, Mike Kirker, Erin Mullen-Brosnan, and Robert Muzinich were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance were: Paul Adler, Deborah Brandon, Fred Clerici, Francine Delgado, Joanne Dowell, Dolores Morales; Greg Ockander, Kent Peterson, Angela Reese, Dan Robertson, Mary Wais, Sandy Warren, Dick Zampa.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Emma Sutton announced that the CIA, CCSD and the CCF would be hosting a town meeting to meet Supervisor Federal Glover on November 10, 7:00 PM, at the Crockett Community Center. Emma also reported that she had received complaints about the tree trimming on Rolph Avenue. Fred Clerici informed Emma that the trees were diseased, and were being removed for safety reasons.

Mary Wais invited everyone to celebrate Veteran's Day (11/11/11) at the Crockett Museum. She also announced that the Crockett Museum would be hosting their second annual "Night at the Museum" on December 9. Mary asked the board to re-evaluate spending of RTS funds with regard to the Deputy in Crockett. She also cautioned the Board to look at what percentage of funds are being granted to the JSUSD while keeping in mind that only 15% of students in the District live in Crockett. Mary also informed the Board that the website is out of date, and calendar blast e-mails are not going out in a timely fashion. James Easterday suggested that the CCF hire someone to manage the website. This will be discussed at a future meeting.

Dan Robertson reported that the Friends of the Library would be having a Christmas Party on December 3 at the Crockett Library. He also announced that the library is holding a bookmark design contest for children 15 years old and under.

Dean Kelch announced that CREEC would be holding their Fall Native Plant Sale on November 12th.

3 - PRESIDENTS REPORT

Danielle Fugere reported that the Fenceline committee met with county representative Catherine Kutsuris. A fenceline agreement is being prepared, and will be presented to the county planning commission.

4 - CONSIDER MICROGRANT APPROVAL

There is only \$3,100 left in the microgrant budget, which would be exceeded if all microgrants submitted are fully funded, plus another grant that will be submitted next month for the community tree lighting. After a lengthy discussion Robert Muzinich made a motion to move \$750 from the general grant fund budget to the microgrant budget. Danielle Fugere seconded the motion, and the motion carried with 5 ayes and Dean Kelch and Mike Kirker voting no.

Senior Outreach Services is requesting \$1,000 to be used for monthly celebrations and parties for the senior nutrition program in an effort attract new seniors to the CC Café. Mike Kirker was concerned about the daily attendance at the CC Café, and asked if the funds could be used to increase attendance on a daily basis, rather than just for special events and celebrations. Robert

Muzinich made a motion to make a grant to Senior Outreach Services in the amount of \$1,000. Special conditions of the grant include generation of ideas with the goal of increasing daily attendance of the CC Café. Mike Kirker seconded the motion, and the motion carried unanimously.

The John Swett High School PTSA is requesting \$1,000 to be used to fund Challenge Day at John Swett High School. At the October Board meeting the PTSA had been asked to resubmit their proposal with a clearer budget, and to seek other funding sources. Robert Muzinich made a motion to make a grant to the John Swett High School PTSA in the amount of \$1,000. Special conditions of the grant include: 1) Receipt of feedback from Challenge day experience from JS student participants. 2) If additional funding is received, CCF be first to receive unused grant funds. Mike Kirker seconded the motion, and the motion carried unanimously.

The Crockett Recreation Department is requesting \$1,000 to purchase new holiday themed banners to line Pomona Street and Loring Avenue. James Easterday made a motion to make a grant to the Crockett Recreation Department in the amount of \$1,000. Special conditions of the grant include: 1) If additional funding is received CCF be first to receive unused grant funds. Dean Kelch seconded the motion and the motion carried with 6 ayes and Mike Kirker abstaining.

The Crockett Lions Club and Friends of the Library are requesting \$549 to be used to fund a Loring Avenue Winter Block Party on December 3. Danielle Fugere made a motion to make a grant the Crockett Lions Club in the amount of \$549. Special conditions of the grant include: 1) If additional funding is received, CCF be first to receive unused grant funds. James Easterday seconded the motion, and the motion carried unanimously.

5 – FUNDRAISING ASSISTANCE APPROVAL AND PREAPPROVAL

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

Organization: Crockett Firefighters Association
 Event: Spaghetti Dinner
 Amount: \$4,625.01

Organization: Carquinez Model Train Railroad Society
 Event: Open House
 Amount: \$640.00

6 – ROCK UPDATE/CONSIDER POMONA STREET GRANT APPROVAL

Kent Peterson reported that the Pomona Street project has gone out to bid. The county is requiring parking spaces to be larger.

7 – ORAL GRANT PRESENTATIONS

Maintenance Department of the Crockett Community Services District – Kent Peterson

The Maintenance Department of the CCSD is requesting \$2,049 to be used to purchase a riding lawn mower for weed abatement at Crockett's Memorial Hall and other District Property.

Carquinez Women's Club – Angela Reese

The Carquinez Women's Club is requesting \$3,190.07 to be used to purchase a shed for the Old Homestead. The shed will be used to house tables and chairs that are used for rentals.

8 - 444 LORING AVENUE

James Easterday reported that the construction of the new deck at 444 Loring Avenue started in mid-October. Previously the Board had agreed to use redwood for the surface of the deck instead of the more expensive Trex surface. James reported the contractor is willing to absorb the cost of Trex, which is a better and more durable material. It was the consensus of the Board to move forward using Trex for the surface. James also reported an additional \$2,800 to the cost of the project, as the contractor found dry rot and water damage, requiring 8 sheets of siding needing to be replaced.

9 - TREASURER'S REPORT AND APPROVAL OF INVOICES FOR PAYMENT

Erin Mullen-Brosnan presented the treasurer's reports for September and October, 2011. Balances of the accounts are fine, but the amount of money in individual categories remain inaccurate. It was the consensus of the Board to not approve the reports. Erin and Jeanne will meet with Crockett Bookkeeping in an attempt to straighten out the accounts. Revised financial reports for September and October will be presented at the December meeting.

10 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

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

12 - COMMITTEE REPORTS

Events Committee. Robert Muzinich reported that the Donor Appreciation event is scheduled for Saturday, January 14th.

Community Outreach. Erin Mullen-Brosnan reported that she has started on the fall/winter newsletter and hopes to have it out in early December.

13 - FUTURE AGENDA ITEMS

ROCK Update; Discuss and Determine Grant Package; Approve 2012 Budget; Website/Social Network; 444 Loring Avenue.

14 - BOARD AND PUBLIC COMMENT

Emma Sutton reported that the CCF is seeing a trend of receiving microgrant applications for projects that are already underway. The Project funding committee will address this at their next meeting.

15- ADJOURNMENT TO DECEMBER 1, 2011.

Emma Sutton adjourned the meeting at 9:00 PM until December 1, 2011.

Respectfully submitted,

Jeanne Owens
Office Secretary