

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

The meeting was called to order by CCF Chairperson Jeff Frankel. Board members Fred Clerici, Jeffrey Frankel, Nancy Miller, Marla Parada, Nancy Rieser and Chuck Spoon were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Norma Clerici, Diane Haydon, Larry Haydon, Aimee Henry, Donna Hoffman, David Kirker, Mike Kirker, Charles Miller, Dolores Morales, Carl Perkins, Dan Robertson, Will Taylor, Adrienne Ursino, Mary Wais, Ron Wilson.

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

Dan Robertson reported on the following events in February: ICF Polenta Dinner, February 8, St. Rose Hall, 6:30 PM; John Swett Band Boosters Crab Feed, February 8 Crockett Community Center, 5:30 PM. Crockett Lions Corned Beef & Cabbage Dinner, February 29, St. Rose Hall, 5:00 PM.

Ron Wilson reported that the Crockett Community Center would be celebrating its 100<sup>th</sup> Anniversary with an open house, February 15, 12:00 to 3:00 PM. Refreshments will be provided.

Larry Haydon reported that he had attended a meeting on the Northern Waterfront Economic Development Initiative.

The Board welcomed new residents Irina and Jim, who expressed concerns regarding safety, i.e., sidewalks, railings, stairs. The Board advised them to contact the county regarding these concerns, and stressed that this was not under the purview of the CCF.

### **3 - CONSIDER MICROGRANT APPROVAL**

There were no microgrants received in February.

### **4 – FUNDRAISING ASSISTANCE PREAPPROVAL**

The Carquinez Toy Train Operating Museum is requesting that they be placed on the CCF fundraising calendar for their May, October and December Train Shows. Marla Parada made a motion to approve the Carquinez Toy Train Operating Museum for their May, October and December Train Shows. Nancy Rieser seconded the motion, and the motion carried unanimously.

The Italian Catholic Federation is requesting that they be placed on the CCF fundraising calendar for their March Corned Beef & Cabbage dinner. Fred Clerici made a motion to approve the ICF for their March Corned Beef Dinner. Gaunt Murdock seconded the motion, and the motion carried unanimously.

## **5 – APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS**

Nancy Rieser reported that the Class of 2020 had turned in net proceeds of \$2,000 for their January fundraiser (service for Bass Club Crab Feed). The project funding committee noted that there was no acknowledgement of CCF support included with their deposit. Nancy Reiser suggested that the class of 2020 submit a photograph of a sign acknowledging CCF support from the event, or in the absence of that, submit a draft of their prom program acknowledging CCF support. Fred Clerici had concerns regarding this fundraising assistance submission in that it could be construed as “double dipping” since the actual crab feed proceeds are also going to be matched in the amount of \$1,000. Fred asked that the Board be cautious in the future to not allow groups to piggy back on a single event. Chuck Spoon made a motion to conditionally make a grant to the John Swett Class of 2020 in the amount \$3,000 (includes CCF \$1,000 match) with the condition that they provide proof of CCF support. Nancy Rieser seconded the motion, and the motion carried with 6 ayes and Fred Clerici voting no.

## **6 – CONSIDER APPROVAL OF WALK OF HONOR MATCH**

Ron Wilson reported that the 12<sup>TH</sup> Annual Walk of Honor is scheduled for May 16<sup>th</sup>. Half of the proceeds from the event will be given to the CCSD to be used for the restoration of the Memorial Hall. The CCSD is requesting that the CCF Board match local donations again this year. Gaunt Murdock made a motion to approve a match to the CCSD up to \$5,000 for the Walk of Honor. Chuck Spoon seconded the motion and the motion carried unanimously.

## **7 – INTRODUCTION/DISCUSSION WITH PHILLIPS 66 REFINERY MANAGER, CARL PERKINS**

Carl Perkins, Phillips 66 Refinery Manager introduced himself, and expressed an interest in partnering with CCF on projects in the community. He was specifically interested in a community masterplan. He was hoping to meet with local organizations to discuss community needs and projects. Larry Haydon offered to coordinate a meeting with Phillips 66 and various entities (i.e., CCF, Crockett Recreation, Crockett Chamber, CIA, Waterfront Committee, Dog Park Committee, etc.) to discuss future needs, and how Phillips 66 can be of assistance.

## **8 – DISCUSSION WITH JSUSD SUPERINTENDENT, CHARLES MILLER**

Charles Miller, John Swett Unified School District Superintendent introduced himself. His goal in attending the meeting was to open up lines of communication between CCF and the school district, and to express appreciation for what CCF has done to support JSUSD (which recently included support to the class of 2020, and a grant for a music program at Rodeo Hills Elementary). He wanted to assure the CCF that the district is financially sound with a positive certification with the state and county. He stressed that the underfunding from the state is causing the district to make tough choices on what programs to fund, and he expressed his gratitude to CCF for contributing to programs that fill critical gaps. After a lengthy discussion, the Board recommended that the school seek alternative funding (not to use CCF as lone funder), participate in the fundraising

assistance program, apply for grants that are inside the parameters of CCF's mission, acknowledge CCF support.

Mr. Miller reported that there is going to be a town hall meeting to discuss construction at Carquinez Middle School and John Swett High School on February 25, 7:00 PM, at the Crockett Community Center.

## **9 - FUNDING OF 2020 HOLIDAY DECORATIONS**

Diane Haydon reported that the cost of holiday decorations for 2020 would be \$9,224. This includes installation and removal of the holiday decorations, installation of the "Celebrate Crockett" banners, installation and removal of lights from the Alexander community tree and Edwards Street tree. Diane also reported that there may be an additional cost of approximately \$1,200 to replace the Edwards tree light line, and that Crockett Recreation may be submitting a microgrant for new lights for the Alexander Park tree. It was the consensus of the Board that Diane come back with a firm number for all holiday decorations, plus the cost of installation/removal of the patriotic banners. The Board asked that Diane submit her request to be considered at a Board meeting prior to the end of the fiscal year (June 30).

Fred Clerici made a motion that CCF initiated projects are exempt from the grant cycle. Chuck Spoon seconded the motion, and the motion carried unanimously.

## **10 - FUNDING OF 2020 CONCERTS IN THE PARK**

Ron Wilson reported that the Crockett Recreation Department is willing to organize the 2020 Concert series in the park as a CCF initiated project. Gaunt Murdock made a motion to allocate up to \$5,000 for the concert series. Nancy Rieser seconded the motion, and the motion carried unanimously.

## **11 - TREASURER'S REPORT**

Fred Clerici gave the Treasurer's report for January 1 to January 31, 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 \$14,353.62, which included administration and investment fees paid to EBCF. Total liabilities and equity through January was \$9,940,823.85. Gaunt Murdock made a motion to approve the Treasurer's report. Chuck Spoon seconded the motion, and the motion carried unanimously.

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

Nancy Miller reported on correspondence received in January, which included information on becoming a grand juror. Nancy also reminded Board members that the March meeting would be held on March 12 (second Thursday in March) due to floor refinishing at the Community Center. Nancy presented minutes from the January Board meeting. Fred Clerici made a motion to approve the Secretary's report and January minutes. Chuck Spoon seconded the motion, and the motion carried unanimously.

### **13 - COMMITTEE REPORTS**

The project funding committee met to review fundraising assistance deposits and final reports. Mary Wais reported that the project funding committee had an extended discussion regarding the advertising of CCF support for events and projects, and suggested that CCF purchase banners for use by grant recipients.

It was the consensus of the Board that applications be revised to reflect that advertising of CCF support is mandatory. It was also suggested that the project funding committee come up with sample packets of acceptable final reports.

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

Approval of microgrant applications, approval of fundraising assistance requests and deposits.

### **14 - BOARD AND PUBLIC COMMENT**

Norma Clerici thanked the Board for their service.

### **15 - ADJOURNMENT TO MARCH 12, 2020**

Jeffrey Frankel adjourned the meeting at 8:50 PM until **MARCH 12, 2020**.

Respectfully submitted,

Jeanne Owens  
Office Secretary