

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order at 7:00 PM by CCF Chairperson Jeff Frankel. Board members Nancy Miller, Gaunt Murdock, Marla Parada, Nancy Rieser and Chuck Spoon were present. Fred Clerici was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Diane Haydon, Larry Haydon, David Kirker, Michael Kirker, Dan Robertson, Billy Wood.

2 – PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Michael Kirker reported that Carl Perkins (Phillips 66 Manager) is being transferred from the Rodeo Refinery. He is still interested in developing a community masterplan, and wants to push through a meeting with local organizations to discuss community needs and projects. Larry Haydon will coordinate a meeting with Phillips 66 and various non-profits to discuss future needs, and how Phillips 66 can be of assistance.

3 - CONSIDER MICROGRANT APPROVAL

The Carquinez Toy Train Operating Museum is requesting a microgrant in the amount of \$1,000 to pay for a heater (and installation) for the upper floor of the Odd Fellows Building. Normally an expense such as this would be paid for with proceeds from fundraisers, but because of Covid-19 restrictions, CTTOM is unable to hold these fundraisers. Gaunt Murdock made a motion to approve a grant in the amount of \$1,000 to the Carquinez Toy Train Operating Museum. Nancy Reiser seconded the motion, and the motion carried unanimously.

4 – FUNDRAISING ASSISTANCE PREAPPROVAL

The John Swett Education Foundation is requesting that they be placed on the CCF fundraising calendar for their July “virtual” lemonade sales. Marla Parada made a motion to approve JSEF for the July fundraising assistance calendar. Nancy Miller seconded the motion, and the motion carried unanimously.

5 – APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS

There were no fundraising assistance deposits received in May.

6 – APPROVE BUDGET FOR HOLIDAY DECORATIONS

Diane Haydon presented a budget for 2020 holiday decorations in the amount of \$10,893.21. This will pay for additional lights and a light line for the Alexander Community tree and the Edwards Street tree; light installation and removal on both trees; installation and removal of holiday banners and décor. (the cost for PG&E is not included). Diane asked the Board if she should include a 10% contingency. Chuck Spoon made a motion to pay for the 2020 holiday decorations in the amount of \$12,081.00

(\$10,983.21 plus 10% contingency). Gaunt Murdock seconded the motion, and the motion carried unanimously.

7 – APPROVE CHANGES TO THE ELECTION PROCESS DUE TO COVID-19 RESTRICTIONS

The election committee presented 3 options on handling the 2020 Board election in light of Covid-19 restrictions. Options included having candidates circulate petitions to get their 20 signatures; collect individual remote petition signatures; or postpone the election for 6 months. Due to the pandemic, and the safety of everyone involved, Nancy Miller was in favor of postponing the election. After a lengthy discussion Chuck Spoon made a motion to proceed with the election as scheduled using the new form that can be signed either remotely or submitted with a wet signature. Nancy Rieser seconded the motion, and the motion carried with 5 ayes and Nancy Miller voting no. Jeanne Owens reported that the League of Women Voters of Solano County is willing assist CCF with the election.

8 – FUNDRAISING SUPPORT FOR NON PROFITS

Marla Parada suggested that CCF participate in “Giving Tuesday” which is a movement to create an international day of charitable giving on the first Tuesday after Thanksgiving. This would be a way to support non-profits in the community with the possibility of CCF matching donations up to a certain amount. The program does not cost anything, logos are provided and information can be promoted on social media. It was suggested that the Finance Committee meet to discuss this program.

9 – TREASURER’S REPORT

Nancy Miller presented the Treasurer’s report for May 1 through May 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 \$5,910.47. Total liabilities and equity through May was \$10,037,174.52. Nancy noted that the endowment increased by \$237,567. Nancy Rieser made a motion to approve the Treasurer’s report. Chuck Spoon seconded the motion, and the motion carried unanimously.

10 - SECRETARY’S REPORT AND APPROVAL OF MINUTES

Nancy presented minutes from the May Board meeting. Gaunt Murdock made a motion to approve the Secretary’s report and May minutes. Chuck Spoon seconded the motion, and the motion carried unanimously.

11 - COMMITTEE REPORTS

There were no other committee reports.

12 – FUTURE AGENDA ITEMS

Election, Giving Tuesday

13 - BOARD AND PUBLIC COMMENT

Gaunt Murdock reported that CCF has hired a landscaper to clean-up 444 Loring Avenue. Cost for the initial clean-up was \$1,500, with bi-monthly maintenance at a rate of \$350 per month.

14 - ADJOURNMENT TO JULY 2, 2020

Jeffrey Frankel adjourned the meeting at 8:20 PM until **JULY 2, 2020**.

Respectfully submitted,

Jeanne Owens
Office Secretary