

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order at 7:04 PM by CCF Chairperson Marla Parada. Board members Fred Clerici, Jeff Frankel, Nancy Miller, Gaunt Murdock, Brian Montgomery and Chuck Spoon were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included Charles Cherezian, Larry Haydon, Dolores Morales, Erin Mullen-Brosnan, Dave Pfeiffer, Heather Posner, Dan Robertson, Mary Wais, Ron Wilson, Billy Wood.

2 – PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Dan Robertson reported that the March edition of the Crockett Signal is out, and features an article on CCF's upcoming grant cycle.

3 - CONSIDER MICROGRANT APPROVAL

Little Roses Preschool is requesting a microgrant in the amount of \$917.26 to fund replacement shade structures at Little Roses Preschool. Nancy Miller made a motion to approve a grant in the amount of \$917.26 to Little Roses Preschool. Chuck Spoon seconded the motion, and the motion carried unanimously.

4 – FUNDRAISING ASSISTANCE PREAPPROVAL

The Carquinez Toy Train Operating Museum (CTTOM) is requesting that they be placed on the CCF fundraising calendar for their May, October and December train shows. Fred Clerici made a motion to approve CTTOM for the May, October and December fundraising assistance calendar. Chuck Spoon seconded the motion, and the motion carried unanimously.

Charles Cherezian, CTTOM Vice-President, also reported on some innovative and creative ideas he is working on to bring the train museum to people who cannot visit. With the use of cameras on the layout and an iPad, virtual visitors can give commands to an engineer, and actually run trains on the layout.

5 – APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS

No fundraising assistance deposits were submitted in February.

6 – CONSIDER MATCHING FUNDS FOR WALK OF HONOR

Ron Wilson reported that the 12TH Annual Walk of Honor is scheduled for May 15th, 2021. Due to COVID-19 restrictions, it will be a virtual walk (no organized walk on the bridge). There will be an online program which should last approximately one hour. 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. Nancy Miller made a motion to approve a match to the CCSD up to \$5,000 for the Walk of Honor. Fred Clerici seconded the motion and the motion carried unanimously.

7 – COPIER LEASE

Jeanne Owens reported that the lease is up on CCF's current Sharp copy machine. She and Nancy Miller met with a representative from Sharp and were given the following options: extend the lease for two more years; buy the machine outright and purchase a maintenance agreement; or lease a new machine with a lower monthly lease and a lower cost for color copies. Nancy and Jeanne recommended that the Board approve a new lease, get a modern piece of equipment, a maintenance agreement, supplies, and the excellent customer service Sharp has provided for the last 15 years. Our lease payment would be reduced by approximately \$50, and additional color copies would cost less. Chuck Spoon made a motion to approve a 5-year lease on a new copy machine, Nancy Miller seconded the motion, and the motion carried unanimously.

8 – FOLLOW-UP ON NORCAL CREDIT UNION

At the February meeting, the Board had asked Jeanne Owens to look into what the NorCal Credit Union (located in Crockett) might have to offer as opposed to our current bank, Bank of the West. Jeanne reported that she enjoys the drive-thru option that Bank of the West offers, and does not want to make a change at this time.

9 – TREASURER'S REPORT

Fred Clerici gave the Treasurer's report for February 1 to February 28, 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 \$15,141.04, which included administration and investment fees paid to EBCF. Total liabilities and equity through January was \$12,965,411.04. Gaunt Murdock 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 Miller reported on correspondence received in February which included a letter from Genentech's workplace giving program, informing us that we are registered, and can have donations from Genentech employees doubled. Nancy also presented minutes from the February Board meeting. Fred Clerici made a motion to approve the Secretary's report and February minutes. Brian Montgomery seconded the motion, and the motion carried unanimously.

11 – COMMITTEE REPORTS

Nancy Miller reported that she, and the Project Funding Committee (Jeff Frankel, Nancy Reiser, Mary Wais, Dolores Morales, Emma Sutton and Ron Wilson) have been working on a variety of projects. The committee has developed an outstanding grant "tickler", which is a spreadsheet documenting where grantees are in the process of grant reporting. This

month the committee has received and approved eight, past due, final reports. The committee has sent out six more letters requesting reports, which, if received, will make CCF current on final reports. The committee is also going to begin fine tuning grant applications for consistency.

12 - FUTURE AGENDA ITEMS

There were no new future agenda items.

13 - BOARD AND PUBLIC COMMENT

Marla Parada reported that the Carquinez Women's Club would be holding their drawing for the gourmet dinner for 10 on Friday, March 5. She also reported that the fundraiser had raised over \$10,000.

14 - ADJOURNMENT TO APRIL 1, 2021

Marla Parada adjourned the meeting at 7:55 PM until **April 1, 2021**.

Respectfully submitted

Jeanne Owens
Office Secretary