

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order at 7:00 PM by CCF Chairperson Chuck Spoon. Board members Fred Clerici, Jeff Frankel, Nancy Miller, Brian Montgomery, Gaunt Murdock and Marla Parada were present. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Paul Byer, Sid Jensen, Jennifer Mihalovich, Dolores Morales, Kent Peterson, Dan Robertson, Mary Wais.

2 - PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Dan Robertson reported that the November issue of the Crockett Signal is out, and that it includes two articles on the odor problem in town, an article about CCF activities by Brian Montgomery, and an CCF ad submitted by Jeanne Owens.

Mary Wais reported that the Crockett Museum will be observing Veterans Day on November 11. The Museum will be open from 10:00 AM to 2:00 PM, with the ceremony beginning at 11:00 AM. Mary also requested that the Board consider going back to in-person Board meetings.

Jeanne Owens reported incoming Board members Paul Byer and Mary Wais were in attendance. Chuck Spoon will also be serving for another term. The Board will start the appointment process in January to fill the board vacancy.

3 – CONSIDER MICROGRANT APPROVAL

The Maintenance Department of the Crockett Community Services District (CCSD) is requesting a microgrant in the amount of \$850 to be used to purchase a power trimmer. Marla Parada made a motion to approve a microgrant in the amount of \$850 to the CCSD Maintenance Department. Nancy Miller seconded the motion, and the motion carried unanimously.

The Crockett Improvement Association (CIA) is requesting a microgrant in the amount of \$1000 to be used to rent a debris box for the residential clean-up on November 12th. Fred Clerici made a motion to approve a microgrant in the amount of \$1000 to the (CIA). Gaunt Murdock seconded the motion, and the motion carried unanimously.

St. Rose Church is requesting a microgrant in the amount of \$1000 to be used to purchase six fans for the parish hall. Jeff Frankel made a motion to approve a grant in the amount of \$1000 to St. Rose Church. Marla Parada seconded the motion, and the motion carried unanimously.

4 – FUNDRAISING ASSISTANCE PREAPPROVAL

The Port Costa Conservation Society (PCCS) is requesting that they be placed on the CCF fundraising calendar for their December 3rd Arts and Craft Show. Fred Clerici made a motion to approve the PCCS for the December fundraising calendar. Brian Montgomery seconded the motion, and the motion carried unanimously.

The Carquinez Women's Club (CWC) is requesting that they be placed on the CCF fundraising calendar for their January Gourmet Dinner Drawing. Fred Clerici made a motion to approve the CWC for the January fundraising calendar. Gaunt Murdock seconded the motion, and the motion carried unanimously.

5 - APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS

Marla Parada made a motion to approve the following fundraising assistance deposits. Jeff Frankel seconded the motion, and the motion carried unanimously.

Organization: John Swett High School PTSA
Event: Fall Bocce Tournament
Amount: \$2122.59 (includes \$1000.00 CCF Contribution)

Organization: Crockett Lions Club
Event: Pancake Breakfast
Amount: \$3394.63 (includes \$1000.00 CCF Contribution)

6 - ORAL GRANT PRESENTATION

The Port Costa Conservation Society (PCCS) gave a presentation on their project: Port Costa School Yard Improvements to Expand Community Use. PCCS is asking for \$7,683.94 to purchase picnic tables, shade stands and outdoor equipment. A tether ball pole will be installed and a pickleball court will be measured and taped. The Board will make a final decision on grant funding at the December 1st Board meeting.

7 - MEETING WITH EAST BAY COMMUNITY FOUNDATION

Brian Montgomery reported that he has contacted EBCF requesting a meeting. One issue that the Board had was that CCF's name did not appear on the award letter accompanying grant checks, and that acknowledgements were to be sent via e-mail to EBCF. The letter has since been changed to reflect that the check comes from the Crockett Community Foundation fund at EBCF. Brian asked if the Board would still like to discuss the letter, and if there were any other topics that the Board wishes to discuss. Fred Clerici reported that the administrative problems we had earlier in the year have been rectified, and things seem to be running smoothly. Brian will follow-up with EBCF and attempt to schedule a meeting before the end of the year. Gaunt Murdock suggested that the Board research alternatives to East Bay Community Foundation.

8 - APPROVE RESOLUTION 2022-1 (RETURN TO SOURCE ALLOCATIONS)

The CCF has been working with the various tax-based entities to distribute Crockett Cogeneration property taxes for immediate needs in Crockett. Fred Clerici reported that there is \$84,427.00 available for distribution at this time. Fred presented a draft of Resolution 2022-1 recommending the allocation of these funds as follows: Crockett Library - \$20,000; Crockett Recreation Department \$38,562; Crockett Carquinez Fire Department \$13,652; Crockett Sanitary Department \$12,213. Fred Clerici made a motion

to accept the recommendations to allocate funds as described in Resolution No. 2022-1. Brian Montgomery seconded the motion, and the motion carried unanimously.

9 - TREASURER'S REPORT

Fred Clerici gave the Treasurer's report for October 1 thru October 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 \$2,413.35. Total liabilities and equity through October were \$11,567,801.28. Nancy Miller made a motion to approve the October Treasurer's report. Jeff Frankel seconded the motion, and the motion carried unanimously.

10 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Nancy Miller reported on incoming correspondence received in October, which included a note from the Carquinez Women's Club thanking the CCF for the grant they received to help put on their preparedness seminar held in October. Nancy presented minutes from the October Board meeting. Fred Clerici made a motion to approve the Secretary's report and October minutes. Gaunt Murdock seconded the motion, and the motion carried unanimously.

11 - COMMITTEE REPORTS

Nancy Miller reported that the project funding committee was tasked with revising the fundraising assistance registration form to make it more user friendly. Nancy noted changes that were made to the form. Marla Parada had the following suggestions based on the proposed revisions. Under conditions of note to be met, Marla suggested that we change "latest form on file on CCF website" to "latest form on CCF website"; on item 2e, she asked that the reference to 3rd condition be removed; under requirements, change "as long as budget for this program is not exceeded", to "as long as CCF budget is not to be exceeded; under requirements, take out reference to group A and B. Nancy will take a look at the suggested changes and come back with a revised version at the December meeting.

12 - FUTURE AGENDA ITEMS

Meeting with EBCF, Review and Approve Fundraising Assistance Form, Discuss and Determine Grant Package.

13 - BOARD AND PUBLIC COMMENT

At the last meeting there had been a suggestion that Crockett improve its technology and purchase hybrid communication equipment. Brian Montgomery reported that he has someone ready to come and look at the meeting space where the equipment is to be used. He also suggested that CCF get input from other organizations to see what requirements they might have.

Mary Wais requested that the Board consider an in-person meeting for December. After a lengthy discussion, it was the consensus of the Board to stay with a zoom meeting for December, and decide on an in-person meeting for January, based on the covid/cold and flu situation in January.

Fred Clerici reported that he visited the waterfront and observed that the area is looking a lot better, and is encouraged that problems at the waterfront have been slowly improving.

14 - ADJOURNMENT TO DECEMBER 1, 2022.

Chuck Spoon adjourned the meeting at 8:16 PM until **DECEMBER 1, 2022.**

Respectfully submitted,

Jeanne Owens
Office Secretary