

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

The meeting was called to order at 7:05 PM by CCF Chairperson Brian Montgomery. Board members Paul Byer, Jeff Frankel, Erin Mullen-Brosnan and Chuck Spoon were present. Gaunt Murdock and Mary Wais were absent. Also present was Jeanne Owens. Interested citizens in attendance included: John Angel, Norma Black, Tammy Dempsey, Chris DiBiase, Leticia Holbert, Alicia Johnson, Dean Kelch, Anne Mann, Christine Scott, Dan Robertson, Chris Spinar, Rachel Stanich.

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

Dan Robertson reported that the November Signal was available for sale.

Dean Kelch reported that CREEC would be hosting two volunteer days; Sunday November 5 and Saturday November 18, both from 10:00 AM to 2:00 PM.

## **3 – CONSIDER MICROGRANT APPROVAL**

The John Swett Baseball Team is requesting \$1000.00 to help fund new uniforms. Chuck Spoon made a motion to make a grant in the amount of \$1000.00 to John Swett High School for new baseball uniforms. Paul Byer seconded the motion, and the motion carried unanimously.

John Swett Cheerleading is requesting a grant in the amount of \$1000.00 to help fund Cheerleading Camp. Jeff Frankel made a motion to make a grant to John Swett High School for Cheerleading camp. Brian Montgomery seconded the motion, and the motion carried unanimously.

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

There were no fundraising assistance preapprovals received in October.

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

Jeanne Owens reported that the Project Funding Committee reviewed the submission received in October and found the Crockett Lions Club submission satisfactory. Jeff Frankel made a motion to make a grant to the Crockett Lions in the amount of \$4425.71. Paul Byer seconded the motion and the motion carried unanimously.

Organization: Crockett Lions Club  
Event: Annual BBQ  
Amount: \$4425.71 (includes \$1000.00 CCF Contribution)

## **6 – ORAL GRANT PRESENTATIONS**

The Carquinez Regional Environmental Education Center (CREEC) gave a presentation on their project: Install an educational landscape from scratch at the new Carquinez School.

CREEC is asking for \$39,500. The garden will include a fenced raised garden, an orchard, a California native plant garden, a Mediterranean/herb garden, a dinosaur plant garden, a pollinator patch and a NA, SA, Canary Island & South African succulent beds, which will be tied into school curricula.

The Port Costa Community Garden Committee is requesting \$15,000 - \$71,000 to fund necessary repairs to the Port Costa Community Garden that includes repairs, tools, upgrades, communal additions, and native plant additions that will enhance the value and longevity of the garden, while contributing to the overall health of Bull Valley's ecosystem. Erin Mullen-Brosnan noted that the application was missing an annual budget/financial statement, and asked that they turn it in before the December meeting.

The Port Costa Conservation Society (PCCS) is requesting \$18,020.24 for exterior and interior usage improvements to the Port Costa School.

The Crockett Chamber of Commerce is requesting \$13,675.00 for downtown business vitality and beautification, i.e., maintenance of downtown kiosk in plaza, replacement of broken glass door at Valona Business Building, membership to California Main Street Association, monthly advertisement of downtown Crockett, monthly advertisement in Contra Costa County Market Place magazine, and self-watering commercial grade urban planter vases. Erin Mullen-Brosnan noted that the Chamber's cover letter was missing a statement, that the project funds page was missing two signatures and that there was no 10% match.

The Board will make a final decision on grant funding at the December 7th Board meeting.

## **7 - CONSIDER PROPOSAL FOR HYBRID MEETING EQUIPMENT**

Brian Montgomery reported that he has not received a revised bid for the Hybrid Meeting Audio/Visual system; hopefully he will receive a statement of work before the December meeting.

## **9 - TREASURER'S REPORT**

Erin Mullen Brosnan presented 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 \$14,817.03, (this included administration fees of \$10,647.48, and \$99.89 in investment fees from EBCF). Total liabilities and equity through October were \$12,748,018.67. Chuck Spoon 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**

Jeanne Owens presented minutes from the October CCF Board meeting. Jeanne also presented mail which included a letter from Contra Costa County including a notice of availability of a draft revised environmental impact report for the Rodeo Renewed Project.

Jeff Frankel made a motion to approve the Secretary's report and October minutes. Chuck Spoon seconded the motion, and the motion carried unanimously.

### **11 - COMMITTEE REPORTS**

Brian Montgomery reported that the Resource and Development Committee would be meeting in November.

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

Discuss and Determine Grant Package, Hybrid Meeting Audio Visual System Proposal for the Crockett Community Center, Approve Resolution 2023-1, Return to Source Allocations.

### **13 - BOARD AND PUBLIC COMMENT**

Dolores Morales asked that the door knob on the lower level of the Foundation office be replaced. The Board authorized Jeanne to hire a handy man to take care of small jobs around the office.

### **14 - ADJOURNMENT TO DECEMBER 7, 2023.**

Brian Montgomery adjourned the meeting at 8:30 PM until **December 7, 2023.**

Respectfully submitted,

Jeanne Owens  
CCF Office Secretary