

Minutes

Port Costa Conservation Society Board of Directors Meeting, May 15, 2017

Attending:

Ridge Greene, Chairman
Jeff Wilson, Vice Chairman
Michael Domagalski, Secretary
Anne Mann, Treasurer
Connie Cameron, Financial Secretary

Meeting: called to order at 7:00 pm

Last Meeting's Minutes: (from March meeting) approved

This Week's Agenda: approved

1. Public Comments

- a. Joe Surges asked for a date for a baby shower. Settled on June 24.
- b. Dee Stewart reported on behalf of Jen Copeland that Jen had donated daffodil bulbs, and previous plantings of her daffodils had been mowed down. She is asking for a protected bed near the school so this doesn't happen again. It was suggested that she be responsible for clearly marking the bed. Dee submitted some emails on this.
- c. PCCS insurance matters regarding building ownership and liability – Connie now handling this. Reducing the amount of paper files we have to maintain.
- d. Irina referred to recent comments about reviewing the by-laws and pursuing additional marketing ideas. Asking to have the agenda available more promptly. Also asking it be made more open and inclusive for people to run for Board positions. It was pointed out that only Connie Cameron and Ed Garon volunteered to run this last time.
- e. Veronica wanted more outreach and involvement in the recent Board elections, with an election committee that people can participate in.

2. Treasurer's Report.

- a. There were extra dues that came in from membership renewals and these were donated back to PCCS.
- b. Board members need to meet at Mechanics Bank to get new signature cards signed. Agreed to go the coming Saturday.
- c. Crockett Sugartown Festival July 16. PCCS had a booth there previously. Connie will check out.
- d. Have to renew the AT&T contract connected to the elevator, burglar alarm. There is overhead because they want us to use tablets. They aren't useful to us, but the bill is cheaper if we accept them. If we get a 'square' we can accept credit card payments.
- e. Bill for communication services labor for fire alarm came to \$510.00

- f. Anne wants to stop using QuickBooks and automated bank connection and just use a simpler system with Excel. Shared reports she printed out from that. Board supportive so long as needed financial information will be available.

3. Chairman's Report

- a. The PCCS continues to face financial difficulties and has to conserve its funds, having to maintain insurance to keep the building open and usable over several years, and cover all the maintenance costs. Currently, income is not matching these expenses. This can't go on indefinitely. Ridge going to prepare a report on this in July.
- b. Engineering drawings – Ridge wants to go ahead and pay for the drawings; they are pretty much final.

4. Events Report

- a. The Grizzly Peak bike event was very large, and went smoothly. They cleaned up afterwards very nicely.
- b. The green clean-up wound up this morning with the pick up of debris from the school.

5. Upcoming Events

- a. Sonny Melendrez memorial on May 20. Insurance document has been submitted.
- b. Peripatatic players will rehearse on May 20-21.
- c. Town-wide yard sale May 27. PCCS will not sponsor anything outside school gates due to liability. Renting spaces for sales in parking lot. Parking of \$5 will be charged. CCF approved matching funds for event. Anne asked for food permit. Hot dogs, chips.
- d. CCF business meeting at school on June 1 starting around 6 pm.
- e. General membership meeting coming up on June 19, general membership invited. Agenda to go up a little early.
- f. Louie's slide show will precede the meeting – in Art Room.
- g. Car show scheduled for Sunday August 13. Next meeting on Tuesday 13th at 6 pm.
- h. Two weddings are scheduled for September 23 and October 7. The September party has sent a check.

6. Ongoing Business

- a. Need to schedule a work day for the archives. Focusing on sorting papers into general categories. Will move file cabinets later.
- b. Park District Agreement – a document for the grazing plan was received and is on file. They want cattle on the land year-round. Renewal of Shoreline Trail Operating agreement was submitted and filed.
- c. Knock box - fire chief having trouble getting to this due to personal problems.
- d. Genevieve spending more time now to work on website.
- e. Fence repair – may have to spend money on this. Jeff will get a quote.
- f. Connie near to finishing a complete membership database that she will report on soon.

7. New Business

- a.** We may have separate email accounts set up for Board members to use for PCCS business linked to the PCCS web site. Still need to change suffix to .org, and try out other names.
- b.** Discussion on determining renewal period on membership letter to get new members joining mid-year folded into the regular annual schedule, January to January.
- c.** Earl Flewellen asking to open the grass lot for his businesses. Insurance rider required.

Attending this meeting: Dee Stewart, Irina Dyatlovskaya, Veronica Crane.

Meeting adjourned at 9:00 pm.