

Minutes

Port Costa Conservation Society Board of Directors Meeting, November 21, 2016

Attending:

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

Absent:

Mitch Polzak, Financial Secretary

Meeting: called to order at 7:06 pm

Last Meeting's Minutes: approved

This Week's Agenda: approved

1. Public Comments

- a. Irina asked for more visibility from the PCCS Board, and feels that the PCCS is not communicating with the community. Specifically, she asked that the PCCS announce the topics of upcoming meetings in advance, and define the roles of the Board and of PCCS members in the society by-laws. She asked that there be a protocol by which decisions are made. She asked that the MOU with the Field Semester organization be put on hold. She wants to have township meetings formed to meet and discuss town topics separately from the PCCS Board meetings. She submitted a document summarizing her comments.
- b. Lester expressed his support for Ridge Green and described his 30 years of serving the PCCS and the community of Port Costa without personal agenda or profit, and that Ridge's handling of the MOU is trustworthy. He submitted his notes to the Board.
- c. Connie Cameron, a 5-year resident who values the quality of the town, expressed her concern about the unsigned letter from the CPPC mailed to town residents expressing opposition to the Field Semester concept. She responded to the statements and accusations in that letter and knew of no personal agendas going on with respect to the PCCS.
- d. Suzanne responded to Irina's concerns, saying that the PCCS has been open and forthcoming about the town's current issues, and was disappointed in the CPPC letter that attacked the PCCS and the Bull Valley Agricultural Center. She submitted her document giving her background and history, and responding to the statements and allegations made in the letter.
- e. It was clarified that Irina was not representing and was not a party to the letter from the CPPC, but was speaking for herself.
- f. Anne Mann asked whether the Bull Valley Agricultural Society is free to sell its Port Costa lake property land to anyone. Earl Flewellen responded that yes, BVAC can sell to anyone, but as a non-profit, it cannot make any profit on a sale. She said she agreed with many of Irina's points, but felt the discussions should

take place here in PCCS meetings, which are open to the entire town, rather than in private separate meetings.

- g. Heidi Mitchell said there a danger in trying to limit what can develop with the school and the town. It is not a good energy to stop what might happen with this town.
 - h. Victoria Ryan asked for more information about Bull Valley Agricultural Society (BVAC) – what exactly is it and what are its activities and goals. Earl said that information is available on the BVAC’s website: bullvalleyagcenter.org. He also said that the Center will be open to membership at some point. He told us how much garbage had been removed from the lake grounds, many truckloads. BVAC finally decided that the lake property had to be fenced off to protect from that dumping.
 - i. Yaeir Heber said Field Semester would like to host a meeting at the school to explain to the town more about FS’s plan. The meeting is currently scheduled for Tuesday, December 13 at 7 pm. FS will mail information to the town, and to the PCCS membership.
- 2. Treasurer’s Report.** Anne said that since the treasurer role is currently transitioning from Sarah to Anne, there will be no report at this meeting, except to say that she is paying the bills. Suzanne Statler as a result of a recent tour donated \$125. She also noted that Betty Legon left a bequest to the PCCS in her will which could be up to \$25K.
- 3. Chairman’s Report**
- a. Board roles. Ridge Green continues as Chairman, Jeff Wilson as Vice-Chairman, and Mitch Polzak as Financial Secretary. Changes: Anne Mann is assuming Sarah Humann’s role as treasurer, and new Board member Michael Domagalski will be secretary. Sarah’s work on special events will now be handled by Jeff. Motion to accept the above was accepted. With the change of treasurer, a change in the bank cards is needed.
 - b. Documents for distribution. The documents that are available on the website will be handed out to the town. They will also be put on the PCCS website under downloads online. More help is expected on construction of the website so improvements are forthcoming.
 - c. MOU A lawyer was informally contacted about whether the plans outlined in the MOU are binding in any way to Port Costa and the PCCS, and the verbal response was that none of the points in the MOU are binding. It is an exploratory document expressing a possible future scenario. If a legal written opinion about the MOU is required at this time, a lawyer will have to be hired.
 - d. Archives and Policies. The archive documents about the school and the town have spread out to different locations over the years. There is no policy governing the archives. Some are in the school, some elsewhere, many of them are in the Stewart’s basement. There are historical documents, and PCCS documents. They are not secure in these different locations. Funds are available from the grant, and Dee and Lewis are donating, to help provide a central and permanent archive location. A workday is needed to get started on this project.

- e. Events Report. The report on the Car Show has been received but at this date no report on income from the event has been received.
- f. Upcoming Events
 - i. Susan Raymond is still pursuing a location for dog training. It will be brought up in a future meeting. Two rooms requested, 2 people, 2-4 dogs involved.
 - ii. The December 7 Christmas party details were discussed. Have a Santa, there will be presents, refreshments assigned, decorations including tree. Live music planned by Mitch.
 - iii. LITA director Victoria Ryan invited town members to the Christmas Card crafting event in the school meeting room on Thanksgiving Thursday and Friday. The cards will be handed out to seniors in assisted-care facilities along with Christmas caroling in December.
 - iv. Crockett Community Foundation Pop Up event upcoming on January 29th: “Discover Port Costa”. An annual meeting where foundation members visit places they are funding. They’ve been a major source of support for PCCS. Ridge will be meeting with them in the school to answer any questions.
 - v. Song writing workshop event by Linda Champagne will be scheduled. No date or fee set yet.
 - vi. Suzanne will request a slide show of Port Costa history from Lewis for showing at a future PCCS meeting.
- g. Ongoing Business
 - i. Community Garden. There is a proposal for a group of Girl Scouts to work at the garden. Girl Scouts have to provide a “hold harmless” document to the PCCS waiving any liability to the school for this. Additionally, Jeff is going to ask someone from the Community Garden Committee to address the PCCS at a future meeting.
 - ii. Grant Committee is scheduling a meeting on January 10 to keep this process moving. Committee needs a secretary.
 - iii. Park District Agreement. This has to do with the work that Frank Jurik was doing to coordinate livestock grazing with the park, which has been neglected since his passing. This helps with the flourishing of native grasses and plants. Jeff & Ridge will meet to plan contact with the Park.
 - iv. Elevators. There was service and an inspection and the status is good. An updated inspection sheet is needed for posting at the elevator.
 - v. Knock box. This box is needed to contain keys for use by firemen so they don’t have to break in in case of fire. Ridge is pursuing this.
 - vi. Fence repair. Ridge and Jeff are going to inspect the fence around the school prior to the December 7 Christmas party. To determine what work may be needed and when it can be scheduled.
 - vii. PCCS website. See earlier comments. Why does the domain name end in .com when it is a non-profit? Should be changed to .org and the name shortened.
- h. New Business

- i.** PCCS is sending out membership renewals in January. Elections for Board positions follow - in March ballots are sent out, with elections in April. The positions of chairman, vice-chairman, and financial secretary are up for election. Sarah has the membership mailing lists.
- ii.** A volunteer/s is needed to draft a PCCS newsletter in the near future. Envisioning a relatively simple and basic format. May use a template from other groups to start off.
- iii.** A discussion of PCCS membership meetings is needed for the next agenda. Are they a separate meeting, or to be handled in the monthly Board meeting.
- iv.** Are Board members keeping track of their volunteer hours?