

## **MINUTES**

### **Port Costa Conservation Society Board of Directors Meeting, February 25, 2019**

Ridge Greene, Chairman	<u>Attending</u>
Jeff Wilson, Vice Chairman	<u>Attending</u>
Michael Domagalski, Secretary	<u>Attending</u>
Anne Mann, Treasurer	<u>Attending</u>
Financial Treasurer	

Also attending: Linda Freitas Pariani, Mark Pariani, Veronica Crane, Carol Palacio, Janet Tatterson, Suzanne Statler List, Tom List, Dee Stewart, Michelle Bow

**Meeting:** Called to order by Chairman at 7:07 pm

**Last Meeting's Minutes:** approved

**This Month's Agenda:** approved

#### **1. Public Comments**

- a. Dee mentioned Howard Adams of Crockett collects used medical equipment, wants Port Costa to have its own. Not interested. Prefer to donate to Howard. Linda P. said Rossmoor also accepts donations.

#### **2. Treasurer's Report**

- a. Anne has monthly reports. Paid Land Trust Alliance – dues are \$350/year, just raised to \$425. Renewed CCF membership @ \$50. Nora Marshall renewed PCCS membership, donated \$500. Theresa Jurik donated \$200. Sent out bulk mail, it's quite complicated dealing with P.O. in submitting mailing. Annette of Crockett P.O. asked Anne to attend class to learn how to fill out form. Paid \$155 for 900 renewal letters, 230 newsletters.
- b. Idiot String applied for grant of \$5,140, has been provided with rules under PCCS sponsorship.

#### **3. Chairman's Report**

- a. Setting up Auditorium Committee, slow to start but part of current grant work.
- b. Scheduling March 4 a grant-writing workshop that will help with funding the auditorium, archives, and work in the building.

#### **4. Events Report**

- a. General membership renewal letter was sent out Feb. 4. Included renewal letter, newsletter (to PCCS members and town PO Box holders), invitation to apply for vacant Board set (PCCS members only).

#### **5. Upcoming Events**

- a. Grant-writing workshop scheduled for Mon. March 4, 6 pm. Attendees will be given copies of past grants and materials.
- b. Elections: per bylaws no later than the last Monday of March (25<sup>th</sup>) a ballot will be mailed to each PCCS member. Since nominations have been received, there will be an election for the 2 expiring Board seats. The two current members will run, and will not participate in the election process. Election committee will be Ridge, Jeff, Veronica; Dee helping. Discussion of elections process.
- c. Fourth of July (10<sup>th</sup> annual parade)
- d. Grizzly Peak Century 5/5, workers ride tentatively 5/11. They are paid up.
- e. Green Cleanup day 5/13. Jeff to confirm.

- f. Townwide Yard Sale tentative date 5/25. Anne will ask for parking volunteers. Hot dogs available as usual.
- g. Weddings: Berryman/Hollander 6/1, Pierce/Rosser 7/13, List 10/5, Waterman 10/12. Two other weddings pending – one contacted Jeff but no response on September offer. If these 2 don't happen, not accepting any other weddings this year.
- h. August left open for Car Show. No word to Board about Hillary & Mitch running event; but they told Veronica they're up for it. Date needs to be picked.
- i. Fund-raiser for archives May 16, 6 pm: wine & cheese, soft drinks. Things that will be displayed, music. Expecting ~60 people. Board agreed to ask for matching funds request for this from CCF, thus informing them of archives activity.

## 6. Ongoing Business

- a. Grant Committee – special meeting scheduled (see 5a). Working on Valley Foundation grant. CCF permit application for the backstairs is done. Contractors coming by for bids. Includes work on interior doors.
- b. Deed restriction: necessary before any joint use agreement established, specifying ownership of school long-term. Shared use and space yes, but no external ownership.
- c. Status of alarm system and phone lines. Phone lines straightened out. Checking on obtaining security cameras due to vandalism concerns.
- d. Elevator. The inspector has to come out again, check that the emergency phone works.
- e. Field Semester Operating Plan status – TFS has to start their county application process before any further action possible.
- f. Status of archive organization work. Suzanne List gives update on the archive/museum project: Dee, Veronica, Suzanne have been working with Sophia Ramos. Library, classrooms displays worked on. Goal: a year from now, displays and an operating museum in the school. Sophia enthused about the project.
- g. Knox Box status – Ridge will check on status on next Fire Commission meeting Weds.
- h. Website status. We do want to publish the approved agendas, they have archive value as a record.
- i. Facebook page status. Veronica puts agendas and minutes on, is not an administrator but an “editor.” Facebook doesn't support posting documents, have to make it a photo. People send messages to PCCS via Facebook - should be using website.
- j. Fence repair - nothing recently done. Panels on back door replaced.

## 7. New Business

- a. PCCS Board elections. Linda Pariani interested, nominated self. She introduced herself and her family connections and history with Port Costa. Veronica Crane nominated Kristen Lucas. Election bios from nominees can be sent out with ballots.
- b. PCCS Board appointment to vacant seat. Suzanne List has submitted an application. Linda Pariani also expressed interest, will be informed of deadline for application, extended to March 15.
- c. Rene Beauchemin's baking class offer, for about 15 students each. PCCS is willing to sponsor. Due to school kitchen status, baking has to be done at students' homes. Rene will bring starter & flour, will show them how to mix and prepare. Asks for costs to be covered; he doesn't want to accept payments. PCCS can accept donations from students. Maybe a \$25 charge. Questions of advertising – Rene can use bulletin boards. Insurance coverage raised? Get comments from Connie. Will try classes and see.
- d. Tom List presented plan to save old Port Costa fire engine. Has been stored here & there, Crockett Carquinez Fire Association owns, has helped restore, but it can no longer be stored in Crockett per the new chief. CCFA may donate it. Tom wants it kept in Port Costa due to history with the town. The truck can't be left outside; it could be stored in a container behind the school, and use the container for other PCCS items now stored

outside – bbq equipment etc. Funding: could associate with museum, seek matching funds. Tom can help with/donate to this. Asking PCCS to provide rent-free place to store fire truck, and approve concept so can pursue planning, funding. Board moved and approved to provide a location for storing the fire truck, details to be completed later. This frees Tom to get a container and bring the truck here. Truck was originally obtained with help from town bake sales.

Adjourned: 8:21 pm