

# MINUTES

## Port Costa Conservation Society Board of Directors Meeting, November 20, 2017

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>
Connie Cameron, Fin. Sec.	<u>Attending</u>

**Meeting:** Called to order by Chairman at 6:58 pm

**Last Meetings Minutes:** Approved

**This Week's Agenda:** Amended, Approved

### 1. Public Comments

- a. None

### 2. Treasurer's Report

- a. The \$24,863 inheritance from Betty Legon has been moved to PCCS' savings account. A renewed thanks to Betty for her decades of help, and again since the funds are now available to the Board. We would want to spend it on something that she would have appreciated.
- b. The Board reviewed the October statements & utilities bills.
- c. We have paid the property tax bill. That will show up on the next statement.
- d. Quickbooks will show up on the statement for a few more months, then will be terminated.
- e. We are paying Wix.com bills. This is for development of the PCCS website. Ridge has paid for a few of the bills. We will set up a credit card # for automatic payments.

### 3. Chairman's Report

- a. Grant Committee – we are past the historic issues. Now we are embroiled in satisfying ADA requirements. ADA expressed concern about the status of our elevators. We are all current with that. The new staircase is not relevant to this.
- b. Ridge says we do need electrical work. We can use Steve Smith for this. We need lights at the top of the stairway and outside. We may want to run a wire into the attic for lighting there. We are working to develop a connection for future work to be done.
- c. Grant Committee meetings will resume January 9.
- d. Dee reported that the East Bay Community Foundation is organizing an event for organizations to seek matching funds and make contacts. We would have to come up with a fund-raising project to submit to participate.

### 4. Events Report

- a. We're looking for additional help for Jeff on events projects.
- b. The Volunteer Dinner was a great event, there was a good showing of people. This event was primarily intended to thank people who volunteered significantly at the Car Show, so invitations didn't go out to a wider membership.

### 5. Upcoming Events

- a. The LITA Christmas card event is scheduled for Thanksgiving Thursday & Friday (Nov. 23-24). Insurance for this event is in order.
- b. The Christmas Party will take place on Wednesday December 6. A keg is expected; invitations will be out by Sunday; Anne asked Sara to handle the gifts for children

and she agreed; donations of these gifts are welcome; there will be cider; Jason Brown will be asked to be Santa. Dee and Lewis will handle the Christmas tree; people are welcome to help with decorations on Sunday Dec. 3 at 10:30 am.

- c. In compliance with society by-laws, there will be no PCCS Board meeting in December. The next meeting is on Monday January 15, 2018.
- d. Dee and Lewis wanted to decline having the auditorium named after them, but the Board wants to proceed. Jeff will be drafting wording and sending out a picture of the proposed plaque.

**6. Ongoing Business**

- a. CCF permit: a note has been sent to our contact (Jeanie).
- b. Archive organization: discussion and work to resume in the new year.
- c. Deed restriction: work on seeking a consulting lawyer to help with this will take place in the new year.
- d. Knock box still in limbo because of the inactive fire chief. Ridge is attending the fire department meetings to keep bringing this up.
- e. PCCS web site is functioning. We will need a system for purging old agendas and minutes (over 2 years old) into a separate file on the web site so that page doesn't get crowded.
- f. A thank-you letter will be sent to Clayton and Betty Bailey for their generous donation.
- g. Fence repair: some money has been saved up for this. We need to get quotes for the work and apply for a grant.

**7. New Business**

- a. Flag has been bought and is currently in meeting room. There may be some work needed at the top of the pole before mounting it. Christmas lights are due to be strung soon and that may settle this question.
- b. School roof: Ridge will assess what work will be needed and when it can be done.

Volunteer Hours

Name	Hours	Name	Hours
Ridge Greene			
Jeff Wilson			
Michael Domagalski			
Anne Mann			
Connie Cameron			
Veronica Crane			
Dee Stewart			
Louie Stewart			

Adjourned: 7:47 pm