

MINUTES

Port Costa Conservation Society Board of Directors Meeting, November 19, 2018

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>

Also attending: Veronica Crane

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

Last Meeting's Minutes: Amended & approved

This Month's Agenda: Amended & approved

1. Public Comments

- a. Ridge G: we've had 3 windows broken with big round rocks recently. There's no light in the rear side of the building. Put cameras accessible by phone on next month's agenda.

2. Treasurer's Report

- a. Statements given out. Beginning of year shows \$192,369; now we have \$190,288. Some years we have two membership registrations, thus extra membership income.
- b. The AT&T November bill which was \$500+ will go down to \$244. We should continue to see a deduction on monthly bill amounts.
- c. Got a letter from elevator inspector.
- d. There was a donation to Louis Stewart through the CCF; letting Dee decide how to use it.

3. Chairman's Report

- a.

4. Events Report

- a. The October 20 wedding cleaned up after themselves.

5. Upcoming Events

- a. LITA Christmas Card event November 22-23. We have insurance document.
- b. Invitations are out for the Christmas Party December 5. Sarah will do the gifts again; Mitch to be reminded of date. Anne handles this, not an official PCCS event, but we support to make it a town event.
- c. Archive organization event January 12.
- d. Grizzly Peak event scheduled for May 5 2019. Will charge same amount. Send something to them providing way to support School. On May 11 their workers' event. If it is two dates, possible impact on fees.
- e. Wedding tentatively scheduled for May 11 (Grizzly Peak not a conflict) or June 1.
- f. Townwide Yard Sale May 25.
- g. List family wedding scheduled for October 5.
- h. First or 2nd week of November another wedding proposal.
- i. Weddings in general: Jeff thinks a maximum of about 4 weddings per year. Nearby neighbors bothered by late music. Supposed to stop by 9 pm, can always ask them to turn down. Always the desire to keep income coming, and after Joint Use have to figure out room scheduling.
- j. We need to block three weekends off in August 2019 for the Car Show: Aug. 11, 18, 25. Don't want any weddings scheduled just before or after.

6. Ongoing Business

- a. Grant Committee report. Ridge unable to put together report. Will start in again on this in January. Still looking for people to do the work. Building Dept agreed to allow this permit going forward, rebuilding back stairs with no further ADA modifications.
- b. Deed restriction: no change here. Ridge talking with consulting person, all general now, no charge yet.
- c. Alarm system and phone lines and elevator. The School has four phone lines – for alarm?, elevator, and fire alarm (2).
- d. Jim from Arrow Glass coming by for bid on windows. Last time it was \$300.
- e. The Field Semester – this is a push; though no motion now, we are leaving this on the monthly agenda for now.
- f. Status of archive organization – see Upcoming Events.
- g. Knox box status – no change yet on this, RG will check with Dean, got the application. Fellow doing inspections and permitting for Crockett Fire Dept. is creating a system to do knox boxes (this will require some of the buildings in the area to have knox boxes). He has our information. They are setting a standard now for it, we need to what that is. Dean is moving the process ahead. The fellow doing the system will be inspecting every commercial non-residential building in Crockett and Port Costa – warehouse, hotel, restaurant, School, everything.

7. New Business

- a. Jeff was working on formal procedure for discounted use of School facilities by long-standing members. Decided to simplify, just saying consult the Board. On complete procedure, have kept most the same from existing version, but upped the price on several items such as outdoor events. Half-day use of the rec room never defined, suggest \$200. More generous with set-up and take-down times. Veronica asked that end time for night events be changed to 9 pm, but this would make venue less desirable. PCCS has right to enforce sound levels. Jeff has names of support people (caterers, etc.) for those wanting to do events. Board voted on the new procedure and accepted it.
- b. Status of PCCS Newsletter: went into the mail today. New newsletter prior to upcoming election being worked on by Anne, Michelle, Victoria.
- c. Invitation for PCCS groups to join walks along the “grain trail” (old grain storage buildings) with historical-based group out of Vallejo. Any members that want to do this can.
- d. Election for 2 Board positions coming up, and Financial Secretary position in limbo. Mitch unresponsive to messages; he had agreed to take it on some time ago but that’s going nowhere. This position lasts until 2021. So we will have our Election, and add the 3rd position (Financial Secretary) to the ballot. Anne will be in group to run election. New newsletter and membership letter has to out prior to the election.
- e. Request for “hobo event” – quite involved. They have to bring proposal to Board in person.

Adjourned: 8:07 pm

Volunteer Hours

Name	Hours	Name	Hours	Name	Hours
Ridge Greene		Veronica Crane		Spencer Sargent	
Jeff Wilson		Dee Stewart		Victoria Ryan	
Michael Domagalski		Carol Palacio		Anne Scheer	
Anne Mann		Michelle Bow			

