

### **1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR**

The meeting was called to order at 7:03 PM by CCF Chairperson Brian Montgomery. Board members Jeff Frankel, Erin Mullen-Brosnan, Gaunt Murdock, Chuck Spoon and Mary Wais were present. Paul Byer was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Dean Colombo, Elena Gomez, Dolores Morales, and Dan Rinaldi.

### **2 – PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS**

Dan Robertson reported that the August issue of the Crockett Signal is out and features an article written by Brian Montgomery and an ad submitted by Jeanne Owens.

Mary Wais reported that the Crockett Museum would be hosting an end of summer celebration on Saturday, August 26, from 4:00 to 8:00 PM. Mary also reported that Crockett Recreation would be hosting on a free concert in the park on August 13 from 3:00 to 6:00 pm.

### **3 – CONSIDER MICROGRANT APPROVAL**

St. Patrick's Mission is requesting a grant in the amount of \$1,000.00 to fund a 125<sup>th</sup> anniversary celebration starting with a 10:00 AM mass, with a luncheon following at the Port Costa School. All members of the communities of Crockett and Port Costa are invited to attend. The funds will be used to help offset expenses for the event (food, decorations, flowers, program printing costs and incidentals). There was a lengthy discussion where some members of the Board questioned whether it would be funding a religious event, and other Board members looked at it as the mass and luncheon being two different functions. Mary Wais made a motion to support the grant as two separate functions. Brian Montgomery seconded the motion, and the motion failed with Mary Wais voting yes and Chuck Spoon, Jeff Frankel, Gaunt Murdock, Brian Montgomery and Erin Mullen-Brosnan voting no.

### **4 – CONSIDER FUNDRAISING ASSISTANCE PREAPPROVAL**

The Crockett Lions Club is requesting that they be placed on the CCF fundraising calendar for their September Town BBQ. Gaunt Murdock made a motion to approve the Crockett Lions Club for the August fundraising calendar. Chuck Spoon seconded the motion, and the motion carried unanimously.

The John Swett Band Boosters are requesting that they be placed on the CCF fundraising calendar for the July Sugartown Festival. Mary Wais made a motion to approve the John Swett Band Boosters for the July fundraising calendar. Brian Montgomery seconded the motion, and the motion carried unanimously.

## **5 – CONSIDER APPROVAL OF FUNDRAISING ASSISTANCE DEPOSITS**

Mary Wais reported that the Project Funding Committee reviewed the June/July fundraising assistance deposits and found them to be satisfactory. Brian Montgomery made a motion to approve the following fundraising assistance deposits. Chuck Spoon seconded the motion, and the motion carried unanimously.

Organization: Port Costa Conservation Society  
Event: Townwide Yard Sale  
Amount: \$3665.00 (includes \$1000.00 CCF Contribution)

Organization: Crockett Lions Club  
Event: Pasta Dinner  
Amount: \$4912.09 (includes \$1000.00 CCF Contribution)

Organization: John Swett High School PTSA  
Event: Sugartown Festival Assistance  
Amount: \$2000 (includes \$1000.00 CCF Contribution)

Organization: John Swett Education Foundation  
Event: Shoreline Festival Lemonade Sales  
Amount: \$3453.36 (includes \$1000.00 CCF Contribution)

Organization: Crockett Scouts  
Event: Annual Fish Fry  
Amount: \$8344.24 (includes \$1000.00 CCF Contribution)

## **6 – CONSIDER PROPOSAL FOR HYBRID MEETING EQUIPMENT**

Brian Montgomery reported that there is a new quote for hybrid meeting equipment, however the committee has not had the opportunity to review it. After committee review, it will be put on the agenda for a future CCF Board meeting.

## **7 – FUTURE FUNDING FOR CCF**

Gaunt Murdock reported that he had received a letter from Federal Glover expressing his desire to meeting with community groups. Mary Wais reported that Federal Glover's assistant has been approaching groups in town asking about potential fiscal projects and their cost. After a lengthy discussion it was the consensus of the Board that the Hybrid AV equipment would be an appropriate project to present for funding since it would benefit the entire community by broadening outreach, especially with respect to ongoing Covid concerns. Brian Montgomery, Chuck Spoon and Gaunt Murdock agreed to work together to draft a letter to Supervisor Glover.

## **8 – DISCUSS 2023-2024 BUDGET**

The Budget and Finance Committee will meet in August to discuss the 2023-2024 budget. Erin will present the budget at the September meeting for Board approval.

**9 – CONSIDER REPLACING IRRIGATION SYSTEM AT 444 LORING AVENUE**

Gaunt Murdock recommended that in an effort to improve the appearance of 444 Loring Avenue, the Board approve the replacement of the irrigation system (cost approximately \$500) and the planting of more drought resistant plants. It was the consensus of the Board to move forward with the irrigation system at a cost of up to \$500. Gaunt will ask how much Villa Landscape will charge for additional plantings.

**10 – TREASURER’S REPORT FOR JUNE AND JULY**

Erin Mullen Brosnan presented the Treasurer’s report for June 1 thru June 30, which included a year to date accounting on special funds, spreadsheets reflecting projected changes in fund balances, as well as the status of the Foundation’s operating expenses and a detail of allocated grants. Various invoices for expenses totaled \$1517.00. Total liabilities and equity through June were \$12,895,692.52 Chuck Spoon made a motion to approve the June Treasurer’s report. Gaunt Murdock seconded the motion, and the motion carried unanimously.

Erin also presented the Treasurer’s report for July 1 thru July 31, which included a year to date accounting on special funds, spreadsheets reflecting projected changes in fund balances, as well as the status of the Foundation’s operating expenses and a detail of allocated grants. Various invoices for expenses totaled \$8636.97. Total liabilities and equity through July were \$13,792,449.15 Chuck Spoon made a motion to approve the July Treasurer’s report. Jeff Frankel seconded the motion, and the motion carried unanimously.

Mary Wais made a motion to approve the June and July Treasurer’s reports. Gaunt Murdock seconded the motion, and the motion carried unanimously.

**11 - SECRETARY’S REPORT AND APPROVAL OF MINUTES**

Mary Wais presented correspondence received in July which included a letter from the Contra Costa County Administrator informing us that CCF’s 2023 share of Crockett Cogeneration property Taxes is \$124,568. Erin Mullen-Brosnan made a motion to approve the Secretaries report and June minutes. Jeff Frankel seconded the motion, and the motion carried unanimously.

**12 - COMMITTEE REPORTS**

Mary Wais commended the 4444 Loring Avenue Committee the improvements to the driveway at 444 Loring Avenue.

**13 - FUTURE AGENDA ITEMS**

Approve 2023-2024 CCF Budget

**14 - BOARD AND PUBLIC COMMENT**

Dolores Morales requested that someone replace the door knob on the first floor of 444 Loring Avenue, as the CIA would like to be able to put some items in storage.

**15 - ADJOURNMENT TO SEPTEMBER 7, 2023.**

Brian Montgomery adjourned the meeting at 8:10 PM until **SEPTEMBER 7, 2023.**

Respectfully submitted,

Jeanne Owens  
Office Secretary