

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

The meeting was called to order at 7:10 PM by CCF Chairperson Brian Montgomery. Board members Paul Byer, Jeff Frankel, Gaunt Murdock, Chuck Spoon and Mary Wais were present. Erin Mullen-Brosnan was absent. Also present was Office Secretary Jeanne Owens. Interested citizens in attendance included: Taylor Fabia, Zach Forward, Jerry Littleton, Anne Mann, Marianne McNamara, Jennifer Mihalovich, Lindsay Pannell, Ron Wilson.

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

Brian Montgomery thanked the community of Port Costa for letting us hold our meeting at the historical Port Costa School.

Ron Wilson reported that in 2020, CCF had given \$5,000 to Crockett Recreation to pay for two concerts in the park. Crockett Recreation put on one concert in 2020, but due to Covid restrictions never put on the second concert. Crockett Recreation is going to use the funds to host a concert in the park this year on August 13th.

In December 2021 the Crockett Community Services District was given a \$100,000.00 grant for installation of a retaining wall from Rolph Avenue, east on Pomona Street to the Community Center; repairing the steel fence, and installation of stairs from Pomona Street to the pool area. Since the grant was awarded, local volunteers and contractors (headed by James Easterday) have come forward to do the work, and will only charge the CCF for materials. CCF has continued to hold the money as an allocated grant, and Crockett Recreation will submit invoices for materials. Ron Wilson reported that James Easterday has recommended that instead of a retaining wall that 6x9 inch granite blocks be used for erosion control.

Mary Wais reported that on Monday June 5 at 7:00 PM, the Police Liaison Committee is hosting a town meeting at the Crockett Community Center where they will have a presentation and discussion regarding automatic license plate readers.

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

The Carquinez Women’s Club is requesting \$1,000.00 to fund a Holiday Decorating Contest in Crockett. Chuck Spoon made a motion to approve a grant in the amount of \$1,000.00 to the Carquinez Women’s Club. Gaunt Murdock seconded the motion, and the motion carried unanimously.

The Crockett Scouts are requesting \$1,000.00 to pay for a visit to Arlington National Cemetery during their trip to Washington DC. Mary Wais made a motion to approve a grant to the Crockett Scouts in the amount of \$1,000.00. Paul Byer seconded the motion, and the motion carried unanimously.

The Crockett Improvement Association is requesting \$1,000.00 to pay for a debris box for the June residential clean-up. Chuck Spoon made a motion to approve a grant to the

Crockett Improvement Association in the amount of \$1,000.00. Brian Montgomery seconded the motion, and the motion carried unanimously.

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

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

The John Swett Class of 2024 is requesting that they be placed on the CCF fundraising calendar for their July Sugartown Festival parking. Jeff Frankel made a motion to approve the John Swett class of 2024 for the July fundraising calendar. Chuck Spoon seconded the motion, and the motion carried unanimously.

The Crockett Improvement Association (CIA) is requesting that they be placed on the CCF fundraising calendar for their July booth at the Sugartown Festival. Mary Wais made a motion to approve the CIA for the July fundraising calendar. Chuck Spoon seconded the motion, and the motion carried unanimously.

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

Jeanne Owens reported that there were no fundraising deposits received in June, however the John Swett PTSA is asking that the deadline to turn in paperwork for their March 26 Bottles and Bites fundraiser be extended. Due to the fact that there are three separate entities involved, it is taking longer than expected to do the accounting. It was the consensus of the Board to give the PTSA until the end of June to turn in their paperwork.

#### **6 – DISCUSS AND DETERMINE GRANT PACKAGE**

A lengthy discussion took place in which Board members gave their opinions on funding for each grant application.

Chuck Spoon made a motion to make a grant to the Carquinez Women's Club in the amount of \$2,700.00 to purchase an AED for the Old Homestead. Paul Byer seconded the motion, and the motion carried unanimously.

Mary Wais made a motion to make a grant to the Crockett Community Services District in the amount of \$160,000.00 for ADA improvements to Alexander Park and to build an ADA accessible restroom at the Crockett pool. Jeff Frankel seconded the motion, and the motion carried unanimously.

Paul Byer made a motion to make a grant to the Crockett Improvement Association in the amount of \$7,291.00 to upgrade the irrigation system at the downtown plaza. Gaunt Murdock seconded the motion, and the motion carried unanimously.

A lengthy discussion took place regarding a \$30,000.00 grant request from Mindful Life to be used to support ongoing mental wellness programming at Rodeo Hills and Carquinez

Middle School. Paying of staff salaries and the low percentage of Crockett students being served were major concerns. Gaunt Murdock made a motion to make a grant in the amount of \$10,000.00 to Mindful Life. There was no second to the motion; consequently, the motion failed and the Mindful Life grant request was denied.

#### **7 – CONSIDER REPLACEMENT OF DECORATIVE LIGHT POLES**

Kent Peterson reported that he still did not have a current quote for replacement streetlight poles. In 2019 Kent purchased 4 poles for approximately \$9,000.00. Jeff Frankel made a motion to make a grant up to \$15,000.00 to Crockett Public Services for new light poles. Mary Wais seconded the motion, and the motion carried unanimously.

#### **8 – CONSIDER WEBSITE ALTERNATIVES**

Jeanne Owens reported that she received a quote in the amount of \$1,399.00 to rebuild and redesign the CCF website. Brian Montgomery reported he and Jeanne had a virtual meeting with the Dreamhost representative. Brian felt that was a fair price for the rebuild and redesign. He also reported that Dreamhost owns their own data centers which are both located in the US, and have ongoing support available. Jeff Frankel made a motion to move forward with Dreamhost to rebuild the CCF website. Brian Montgomery seconded the motion, and the motion carried unanimously. Brian urged the Board to go to our current website and get back to Jeanne with any corrections or additions.

#### **9 – TREASURER’S REPORT**

Jeanne Owens presented the Treasurer’s report for May 1 thru May 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 \$14,063.21, which included EBCF administration fees, investment fees and unrealized loss for the quarter ending March 2023. Total liabilities and equity through May were \$12,737,009.46 Chuck Spoon made a motion to approve the May Treasurer’s report. Paul Byer seconded the motion, and the motion carried unanimously.

#### **10 - SECRETARY’S REPORT AND APPROVAL OF MINUTES**

Mary Wais presented minutes from the May CCF Board meeting. Jeff Frankel made a motion to approve the Secretaries report and May minutes. Chuck Spoon seconded the motion, and the motion carried unanimously.

#### **11 – BANK OF THE WEST SIGNATURE CARD**

It was the consensus of the Board that Jeanne Owens, Erin Mullen-Brosnan, Gaunt Murdock and Chuck Spoon be the signatories for the Bank of the West checking account

**12 - JULY MEETING SCHEDULE**

Brian Montgomery made a motion to skip the July Board meeting. Paul Byer seconded the motion, and the motion carried unanimously. Jeanne Owens reported that she would be having knee replacement surgery and would not be staffing the office between June 23 and July 23.

**13 - COMMITTEE REPORTS**

The driveway at 444 Loring Avenue has become a tripping hazard. Gaunt has received a bid from Villa's Landscaping in the amount of \$1,900.00 to replace the bottom third of the drive way and approximately \$3,800.00 to replace both sections. Gaunt reported that if the Board was open to a single bid, he would proceed. It was the consensus of the Board for Gaunt to move forward with replacing both sections of the driveway at 444 Loring.

**14 - FUTURE AGENDA ITEMS**

AV Proposal for the Community Center, Future Funding, 2023-2024 Budget

**15 - BOARD AND PUBLIC COMMENT**

There was no board or public comment.

**16 - ADJOURNMENT TO AUGUST 3, 2023.**

Brian Montgomery adjourned the meeting at 8:25 PM until **AUGUST 3, 2023.**

Respectfully submitted,

Jeanne Owens  
Office Secretary