

1 - CALL TO ORDER – WELCOMING REMARKS FROM THE CHAIR

The meeting was called to order at 7:05 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 Jeanne Owens. Interested citizens in attendance included: Elias Castellion, Dean Colombo, Tammy Dempsey, Chris Dibiase, Leticia Holbert, Dean Kelch, Anne Mann, Rebecca Millan, Dolores Morales, Dan Robertson, Josh Senyak, Christopher Spinner, Suzanne Statler, Janet Tatterson, Daniel Weinstein, Janet Wood, Francesca Yamo.

2 – PUBLIC AND BOARD COMMENT ON NON-AGENDA ITEMS

Dan Robertson reported that the December Crockett Signal was available for sale.

3 – CONSIDER MICROGRANT APPROVAL

The Crockett Improvement Association (CIA) is requesting \$1000.00 to pay for the Community Center rental for a Mexican Dinner Dance fundraiser to be held on May 4. Gaunt Murdock made a motion to make a grant in the amount of \$1000.00 to the CIA to fund the rental of the Community Center for the dinner dance. Chuck Spoon seconded the motion, and the motion carried unanimously.

4 – CONSIDER FUNDRAISING ASSISTANCE PREAPPROVAL

The John Swett Class of 2024 is requesting that they be placed on the fundraising assistance calendar for their work at the January Bass Club Crab Feed. Gaunt Murdock made a motion to approve the John Swett Class of 2024 for the January fundraising calendar. Jeff Frankel seconded the motion, and the motion carried unanimously.

The John Swett Band Boosters is requesting that they be placed on the fundraising calendar for their December recycling drive. Mary Wais made a motion to approve the JSBB for the December fundraising calendar. Erin Mullen-Brosnan 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 submissions received in November and found the Carquinez Toy Train Operating Museum (CTTOM) and the Italian Catholic Federation (ICF) submissions satisfactory. The submission from the Carquinez Model Railroad Society (CMRS) was not approved as they did not provide adequate deposit confirmation. Brian Montgomery made a motion to approve matching funds to CTTOM and the ICF, and to not fund (CMRS) until they turn in deposit information. Deadline to turn in information is January 4. Chuck Spoon seconded the motion and the motion carried unanimously.

Organization: Italian Catholic Federation
Event: Polenta Dinner
Amount: \$5143.89 (includes \$1000.00 CCF Contribution)

Organization: Carquinez Toy Train Operating Museum
Event: October Train Show
Amount: \$ 2166.10 (includes \$1000.00 CCF Contribution)

6 – DISCUSS AND DETERMINE GRANT PACKAGE

A lengthy discussion took place in which Board members gave their opinions on funding for each grant application. Erin Mullen-Brosnan reported that there was \$75,000 available for grants and \$150,000 available for capital grants. Dean Kelch reported that he was going to be refunding approximately \$14,000 to \$17,000 from a grant that CREEC was awarded in 2019, and that perhaps the funds could be reallocated for the present grant cycle. Mary Wais also suggested that there was approximately \$22,347.70 left in the Unocal Settlement Fund that is to be dedicated to downtown upgrades, and that those funds could possibly be used to fund the Chamber of Commerce grant.

Jeff Frankel made a motion to approve the Fall 2023 grant package as follows:

CREEC to receive \$39,500 to install an educational landscape from scratch at the new Carquinez School; the Port Costa Conservation Society (PCCS) to receive \$18,020.24 for exterior and interior usage improvements to the Port Costa School; The Port Costa Community Garden Committee to receive \$31,479.76 to \$34,479.76 (depending on the refund from CREEC's 2019 grant) to fund necessary repairs to the Port Costa Community Garden that includes repairs, tools, upgrades, communal additions, and native plant additions and excludes the construction of a new fence. Gaunt Murdock seconded the motion and the motion carried unanimously.

Jeff Frankel made a motion to approve a \$9,703.38 grant to the Crockett Chamber of Commerce for downtown business vitality and beautification. The funds are to be taken out of CCF's Unocal Settlement Fund account. Mary Wais seconded the motion, and the motion carried unanimously.

7 – APPROVE RESOLUTION 2023-1 (RETURN TO SOURCE ALLOCATIONS)

The CCF has been working with the various tax-based entities to distribute Crockett Cogeneration property taxes for immediate needs in Crockett. Erin Mullen-Brosnan reported that there is \$124,568 available for distribution at this time. Erin presented a draft of Resolution 2023-1 recommending the allocation of these funds as follows: Crockett Library - \$20,000; Crockett Recreation Department \$42,268; Crockett Carquinez Fire Department \$30,016; Crockett Sanitary Department \$32,284. Chuck Spoon made a motion to accept the recommendations to allocate funds as described in Resolution No. 2023-1. Jeff Frankel seconded the motion, and the motion carried unanimously.

8 – CONSIDER PROPOSAL FOR HYBRID MEETING EQUIPMENT

Brian Montgomery reported that he has not received a revised bid for the Hybrid Meeting Audio/Visual system; hopefully he will receive a statement of work before the January meeting.

9 - TREASURER'S REPORT

Erin Mullen-Brosnan presented the Treasurer's report for November 1 through November 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 \$3121.80. Total liabilities and equity through November were \$14,045,591.78. Mary Wais made a motion to approve the November Treasurer's report. Jeff Frankel seconded the motion, and the motion carried unanimously.

10 - SECRETARY'S REPORT AND APPROVAL OF MINUTES

Mary Wais presented minutes from the November CCF Board meeting. Erin Mullen-Brosnan made a motion to approve the Secretary's report and November minutes. Brian Montgomery seconded the motion, and the motion carried unanimously.

11 - COMMITTEE REPORTS

Brian Montgomery reported that the Resource and Development Committee met in November to discuss ideas for future funding sources. They will be meeting again in January to discuss negotiations with Crockett Cogeneration. Mary Wais suggested that the board should begin trying to project the stream of income from the endowment when the Cogeneration payments stop.

Erin Mullen-Brosnan reported that a member of the outreach committee is preparing an article on one of our local non-profits to be included with the calendar mailing.

12 - FUTURE AGENDA ITEMS

Election of Officers, Committee Appointments, Hybrid Meeting Audio Visual System Proposal, Public Discussion of Reduced Income and Budget Future.

13 - BOARD AND PUBLIC COMMENT

Erin Mullen-Brosnan reported that the Crockett Museum will be closed from December 21 through January 12 for exhibit installation and maintenance.

14 - ADJOURNMENT TO JANUARY 4, 2024.

Brian Montgomery adjourned the meeting at 8:50 PM until **January 4, 2024.**

Respectfully submitted,

Jeanne Owens
CCF Office Secretary