

COSTA MESA FOUNDATION
Board Meeting, Tuesday, 1 November 2016
Costa Mesa City Hall
Minutes

Meeting Opened at 6:10pm

Board Members Present: Dean Abernathy, Derek Sabori, Lea Lowe, Roy Duvall, Karen Ursini, Matt Vorona, Mary Fewel and City Representative, Jennifer Christ. Board members absent: Gerald Ladalardo, Lisa Schultz, Nikki Scott.

Introduction

Guests Kathleen Andrews, Mike Carey, Jesus Perez and Teva Crowley who are interested in joining the CMF introduced themselves and gave a summary of their backgrounds.

Meeting Minutes

After an amendment to fill in the dollar figure of \$500.00 for restaurant gift certificates to be purchased by the Board for the Public Safety employees event, the September 2016 minutes were approved by the Board. Due to an oversight, June 2016's minutes were officially approved after a motion for approval was made by Mary and seconded by Lea. With this change, the 6 September 2016 meeting minutes will be re-issued to the City and posted on the CMF website.

Treasury (Derek)

Derek reviewed the Sept-Oct 2016 numbers, including the 2016 CITP. Highlights noted included: 1. Significant changes to the CITP account due Partner checks being issued; (2) Support for Public Service BBQ event and Scarecrow event supplies; (3) statement by Colleen of the City to move interest of \$1,953.64 from Account 217202 to 217201 General Donations. Derek to confirm this has taken place and adjust the ledger accordingly. Consolidated Position Report total as of the 28 October 2016 is \$41,330.17.

Motion to accept the Treasurer's report was made by Mary; seconded by Lea; unanimously approved by the Board.

Community Outreach (Dean)

New Outreach:

1. On Thursday, 12 January 2017 one of our partner organizations, Youth Employment Services (Y.E.S.) will hold an event. The Board members proposed to donate the excess drinks from the CMF Partner Dinner to the Y.E.S. for their event. Mary raised the motion; seconded by Roy; approved unanimously by the Board to offer the drinks. Matt to contact Hannah at Y.E.S. to offer the supplies.
2. The elderly and less mobile: The board members discussed expanding their efforts to engage these members of the community to encourage their attendance at the 2017 CITP. The 2016 participation was an improvement over previous years but the members believe we can expand

the numbers. The Board's role will be limited to invitations and ensuring appropriate accommodations are made at the Park. The CMF will not be responsible for transportation or other logistics.

Post-CITP 2016 (Mary)

The Post-CITP Dinner Event: The event was catered by Stone Fire Grill and "hosted" by the Independent Order of the Odd Fellows (IOOF). The Board agreed to send a hand written thank you letter to the Odd Fellows whose generous donation to pay for the food and who provided the services of their members at the buffet serving line were important reasons the Partner dinner event was a success. Mary will write the letter on behalf of the Board. The Board also recognized its member Roy who did so much of the pre-dinner arrangements, right up the dinner itself. From the feedback the Board members received about this event from sponsors and partners and City staff, the event was a success.

Question was raised if the banquet photos were uploaded to the CMF Facebook page. Dean is to check.

Marketing for Next Year's CITP: Erin Huffstutter agreed to take on this role for 2017 which is very much appreciated by the Board.

CITP 2017: Positions for next year's concert will be decided at the January 2017 Board meeting. Effort is already underway led by Mary and Roy to make the tasks clear, well-documented and divided into smaller tasks to spread the load across the membership. The CIP 2017 meeting schedule will also be discussed at the January 2017 Board meeting.

Grant Committee (Karen)

1. **Boy Scout 106 in Costa Mesa:** Grant request is to help fund a trip by 16 Boy Scouts and their chaperones on 28-31 December 2016 to the Channel Islands where they will camp, hike and explore by kayak. Troop Leader is John Peabody. The Board agreed to issue a grant to this organization for **\$1,000** in order to help support their activities. Karen made the motion; seconded by Lea; unanimously approved by the Board.
2. **Y.E.S.:** The request is for a grant for a special program, Career Networking Night in January 2017. It is a practice job fair for youth of Costa Mesa. Y.E.S. is looking to increase participation. They are cooperating with their local business partners. The Board agreed to issue a grant for **\$1,000**. Karen made the motion and Derek seconded the motion. The Board unanimously approved it.

New Business (Dean)

By Laws Review (Dean)

A conflict in the By Laws was fixed at the September meeting and just approved by the City. Dean and Matt to finalize the document.

Officer Slate (Dean)

The officer slate for 2017 was proposed to the Board for a vote.

President: Dean Abernathy

Vice President: Karen Ursini
Treasury: Lea Lowe
Secretary: Matt Vorona

A motion was made by Derek to accept the slate; seconded by Roy. Unanimously approved by the Board. This new Board will assume responsibility as of January 2017.

Website (Dean & Roy)

Dean and Roy to form a sub-committee to decide where to host our website and to decide on the content. A deadline of by the January Board meeting was agreed upon. Board also agreed to add our Facebook and Instagram icons on our website (Motion: Mary; 2nd: Lea; unanimously approved by the Board).

Costa Mesa High School Foundation Home Tour

The Board agreed to purchase a full page ad for \$1,000 in the upcoming Tour publication.

November/December Prospective Board Members Interviews

Two of five prospective members have been interviewed. The remaining will be interviewed by the Interview committee members in November-December. Dates to be decided.

Snoopy House

Board agreed to rent the white picket fence to the City for \$400 for this year's Snoopy House event in front of City Hall. Also, volunteers are needed 5 Nov and 12 Nov when the Snoopy House is constructed and then 19 Nov and 26 Nov when the structures are re-painted. Volunteers can just show up in the morning to sign in and then help.

Meeting Adjourned at 7:45 pm.

Next CMF Board Meeting: Tuesday, January 3, 2017, 6:00PM; City Hall, Room 1A.