



Board Meeting Minutes

Date *Tuesday, March 6, 2018*

Costa Mesa City Hall

Time of Opening of Meeting: 6:07 p.m.

Board Members Present:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Lisa Schultz | <input checked="" type="checkbox"/> Nichole Scott | <input type="checkbox"/> Additional Board Member |
| <input checked="" type="checkbox"/> Mary Fewel | <input checked="" type="checkbox"/> Gerard Ladalardo | <input type="checkbox"/> Additional Board Member |
| <input checked="" type="checkbox"/> Dean Abernathy | <input checked="" type="checkbox"/> JoJo Crowley | <input type="checkbox"/> Additional Board Member |
| <input checked="" type="checkbox"/> Lea Lowe | <input checked="" type="checkbox"/> Karen Ursini | <input type="checkbox"/> Additional Board Member |
| <input checked="" type="checkbox"/> Linda Tenno | <input type="checkbox"/> Jesus Perez | <input type="checkbox"/> Additional Board Member |
| <input checked="" type="checkbox"/> Mike Carey | <input type="checkbox"/> Ali Hayes | <input type="checkbox"/> Additional Board Member |
| <input type="checkbox"/> Matt Vorona | <input checked="" type="checkbox"/> Celia Rios | |

City Staff Present:

Jennifer Christ

Guests:

Teresa Drain (Freedom Committee)

Minutes:

Topic	Minutes
Presenter	<i>Gerard Ladalardo</i>
Summary	<i>Board to approve Jan 9, 2018 minutes</i>
Proposal	<i>Approval of Minutes from Jan 9, 2018.</i>
Person to Make Motion	<i>Dean Abernathy</i>
Person to Second Motion	<i>Nichole Scott</i>
Board Approval	Unanimously Approved

Financial Report:

Topic	Minutes
Presenter	<i>CMF Funds</i>
Summary	<i>Mary Fewel</i>
Proposal	<i>Review & accept financial report for Dec 2017- Jan 2018</i>
Person to Make Motion	<i>Mary gave Gerard Dec 2017 and Jan 2018 fund balances,</i>
Person to Second Motion	<i>Lea Lowe</i>
Board Approval	<i>Mike Carey</i>
	Unanimously Approved

Committee Reports:

Topic of Discussion #	1
Topic	<i>Grants Committee Reports</i>
Presenter	<i>Karen Ursini</i>
Proposal	<i>Changes to Grants Committee application</i>
Summary	<i>JoJo revised the grants application,</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	2
Topic	<i>Grants Committee Reports #2</i>
Presenter	<i>Karen Ursini</i>
Proposal	<i>CM Chamber – Les Miller Awards Grant</i>
Summary	<i>Chamber of Commerce event- scholarships at \$100 per student, approx.. 60-70 students for May 23 or May 24. Requesting\$1,250</i>
Person to Make Motion	<i>Mary Fewel</i>
Person to Second Motion	<i>Lea Lowe</i>
Board Approval	Unanimously Approved

Topic of Discussion #	3
Topic	<i>Grants Committee Reports #3</i>
Presenter	<i>Karen Ursini</i>
Proposal	<i>Costa Mesa Kiwanis- Kelly's Closet Grant</i>
Summary	<i>Karen presented them asking for \$1,5000 for 2018, Nichole questioned if we should give more- board voted to give \$1,750</i>
Person to Make Motion	<i>Mary Fewel</i>
Person to Second Motion	<i>Mike Carey</i>
Board Approval	Unanimously Approved

Topic of Discussion #	4
Topic	<i>Grants Committee Reports #4</i>
Presenter	<i>Karen Ursini</i>
Proposal	<i>OCC Architecture Club</i>
Summary	<i>A build competition with 20+ kids in San Luis Obispo – they are asking for \$1,500</i>
Person to Make Motion	<i>Lea Lowe</i>
Person to Second Motion	<i>Mary Fewel</i>
Board Approval	Unanimously Approved

Topic of Discussion #	5
Topic	<i>Trellis - Love Costa Mesa- Presented by Jennifer Christ</i>
Presenter	<i>Name of Board of Director</i>
Proposal	<i>Looking for Sponsorship and volunteers</i>
Summary	<i>Donation for event (grant or donation discussed) – event located at Canton Park and Fairview Park, Money will be moved from grants to general donation- Silver Sponsorship (\$1,500) Grant from CMF to Love Costa Mesa</i>
Person to Make Motion	<i>Mary Fewel</i>
Person to Second Motion	<i>Dean Abernathy</i>
Board Approval	Unanimously Approved

Topic of Discussion #	6
Topic	<i>Change of transfer of Veterans Memorial Project Fund</i>
Presenter	<i>Name of Board of Director</i>
Proposal	<i>Proposed by Teresa Drain from Freedom Committee</i>
Summary	<i>To be determined on next meeting's agenda</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	7
Topic	<i>Concerts in the Park</i>
Presenter	<i>Mike Carey</i>
Proposal	<i>Bands Selected for 2018 CMF Series</i>
Summary	<i>Band - Desperado, The Fenians, Tijuana Dogs and Flashback heart attack, production costs have risen...to do sound stage and power. Quote is about \$4,000 per show. Mike mentioned the city "may" split the cost with CMF. Discussed having the Acrobats from CM – they will manage setup, breakdown, etc, not enough information determined by the city of CM.</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	8
Topic	<i>Concerts in the park</i>
Presenter	<i>Mary Fewel</i>
Proposal	<i>Marketing</i>
Summary	<i>Showed the new flyer created by the city. Board members pleased with flyer. Sean from city of CM will update the flyer on one side and sponsor info on backside. Everything will be added to Asana.</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	9
Topic	Concerts In the Park
Presenter	<i>Mary Fewel</i>
Proposal	<i>Sponsor Acquisition</i>
Summary	<i>Breaking into 3 teams to get sponsors -3 team leaders. (Lea, Lisa and Mary are team leaders) Every CMF member goes after at least 1 sponsor. We already have commitments from Sanitary district, Mesa Water and Garcia Chiropractic.</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	10
Topic	<i>Concerts in the Park</i>
Presenter	<i>Mary Fewel</i>
Proposal	<i>Partner Acquisition</i>
Summary	<i>What partners to be our operations partners. Request for Circle K (from OCC) We will get with Jesus for the development of the partners. Discussed eliminating time consumption and effort to continue using multiple groups for raffle– just pick one group for the entire season for entire concert series.</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	11
Topic	<i>Beer & Wine Garden</i>
Presenter	<i>Nichole Scott</i>
Proposal	<i>Extra Volunteers</i>
Summary	<i>We need extra volunteers needed. Nichole mentioned problems renting vans (they smell like beer when returning) To return unused or empties. Celia mentioned her son in law may be able to store the equipment.</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	12
Topic	<i>Set up & Tear Down</i>
Presenter	<i>Dean Abernathy</i>
Proposal	<i>2018 CMF Concert Layout</i>
Summary	<i>New vs old orientation of the event location, 2 new event layouts to decide on one. Some board members to walk the event location tomorrow. City of CM had an internal meeting this previous week.</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	13
Topic	<i>Post Concert Party</i>
Presenter	<i>Mary Fewel</i>
Proposal	<i>Need a Team Leader</i>
Summary	<i>Make sure all invitations, programs, food and event runs smooth, Lisa, Karen, Celia and Jennifer will all share the responsibilities. Odd fellows will provide the dinner again for 2018. Discussed having event again at Hillcrest location, which seems to be optimal. During the week is regarded as best time – Date selected is 6-8pm, Wednesday , Sept 19, 2018</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	14
Topic	<i>Additional Concerts Meetings</i>
Presenter	<i>Mary Fewel</i>
Proposal	<i>Additional meeting</i>
Summary	<i>Next meetings – May 1st: Concert committee meetings -May 15th and June 26th – 6pm in City of CM (our usual room)</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Topic of Discussion #	15
Topic	<i>Concerts in the park</i>
Presenter	<i>Lisa Schultz</i>
Proposal	<i>Get rid of raffle and raffle partners</i>
Summary	<i>Description of the topic as delivered by the presenter.</i>
Person to Make Motion	<i>Lea Lowe</i>
Person to Second Motion	<i>Nichole Scott</i>
Board Approval	Unanimously Approved

Topic of Discussion #	16
Topic	<i>Concerts in the Park</i>
Presenter	<i>JoJo Crowley</i>
Proposal	CMF Website updates
Summary	<i>Reviewed updates on the CMF site, board members profiles. Updates on the grants page.</i>
Person to Make Motion	<i>Name of Board of Director</i>
Person to Second Motion	<i>Name of Board of Director</i>
Board Approval	NO VOTE REQUIRED

Closing Statements: Board members happy- working well with the city of CM.

Date of Next Meeting: *Tuesday, May 1, 2018*

Time of adjournment: *08:04 p.m.*