

COSTA MESA FOUNDATION
Board Meeting, Tuesday, March 4, 2014 6:00 PM
Costa Mesa City Hall, Conference Room 1A

MINUTES

President Lea Lowe called the meeting to order at 6:12 PM. Present was: President Lea Lowe, Vice President Jason Werner, Treasurer Mary Fewel, and Secretary Karen Ursini. Directors: Dean Abernathy, Derek Sabori and Jennifer Christ, Staff Liaison

Absent were: Gary Craig, Steve Grant, Jeff Harlan, Pete Zehnder, Sandra Genis, city council liaison and Colleen O'Donoghue, city staff liaison.

- I. Public Comment: Dottie Garrett from CERT was present for the meeting and informed us that CERT will again help with the concerts.
- II. Minutes: The minutes from January 7th were approved by the Directors.
- III. Treasurer's report was given by Mary Fewel. A new account has been created for MESAC and been given the Account # of 217139. It is fund given in the memory of Paul Hill who with his wife had been extremely active in MESAC (Mesa Emergency Services Amateur Radio Communication.) She reported that our audit was not acceptable. She passed out the reports for December, January and February one by one. Each was separately accepted by the Directors. She then explained the proposed Budget and that she will work with Colleen O'Donoghue to clear out any accounts that have not been active and decide where the money should go. The budget for 2014 was approved by the Directors.
- IV. Policies Approval: Lea presented two policies for us to adopt for our #1099. : "Whistleblowers Policy and Guidelines for Reporting Improper Activity" was the first. A change in the first paragraph changed the words "Board member" to read "Board volunteer" and to substitute the word "Intern" for "employee" It was approved with those changes. There were no changes on the second one entitled "Costa Mesa Community Foundation Document Retention and Destruction Policy" and it was also approved.
- V. **OLD BUSINESS:** It's time for a sub-committee to update our Policies and Procedures. Mary offered to meet with Lea and a meeting was set up.

VI. COMMITTEE REPORTS:

- 1. Concerts in the Park:** Jason Werner He shared many of the actions taken so far: The bands are:
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| 1-Jul-2014 | The Answer (classic rock) |
| 8-Jul-2014 | Wreck N Sow (bluegrass, roots country) |
| 15-Jul-2014 | Ronnie Gutierrez (Latin jazz) |
| 22-Jul-2014 | Kenny Sara & The Sounds of New Orleans (New Orleans jazz) |
| 29-Jul-2014 | Stone Soul (soul music) |

He explained that this year's "theme" for the bands is Regional Bands. A larger stage will be used. It costs \$1300 along with \$500 for the sound coming to \$1800 per show. With the stage, sound and bands we will only be spending \$500 more this year over last year. Other developments are that we can no longer park in the dirt area near the bluffs since they are found to be vernal ponds that harbor the endangered fairy shrimp. Instead we can use the paved parking lots by the boys' gym and the back lot walking around the stadium. Under discussion is how to organize the selling of desserts at the concert by community groups

that are willing to help us with the physical setting up of the concert. Providing electrical power to the concert was also discussed.

2. Grants Program – Karen Ursini The grants committee met and addressed 5 items. Before divulging them, Mary asked that we remember to tell them that we would expect to have a photo opportunity with them. It could be at the event we're sponsoring or receiving the check, etc. For each grant discussed, the board was asked to identify any potential conflict of interest with the applicant organization. These items were discussed:

- A.** Estancia High School Youth and Government Club – This club under the guidance of teacher Jennifer Broderick visits Sacramento for a conference where they see and participate in the state's proceedings along with argument of cases by "lawyers". They asked for \$5,000 to cover travel expenses for those not able to go. We voted to give them **\$1200** to support the expenses for 1 student.
- B.** MIKA – 3C Basketball Tournament – This non-profit group is in their 10th year of organizing a day long basketball tournament and neighborhood fair. It involves teams made up of 1 clergy in the area, 1 Cop from the area and 1 community member (teen). They asked for \$1000. We voted to sponsor them for the **\$1,000**.
- C.** Kelly's Closet-Kiwanis – Again this year the Costa Mesa Kiwanis is putting on Kelly's Closet where low income students are chosen by the Boy's and Girl's Club of the Harbor Area to receive articles of clothing for school along with shoes and school supplies. They asked us to provide \$1000 again this year to buy "e" dictionaries or calculators depending on need. We voted to provide them with the **\$1,000** but asked that they look further into the efficiency of such a purchase since other items intrigue students more and will be used more.
- D.** Costa Mesa Community Run – Again this year the Run has asked us for sponsorship. In evaluating the request, we decided that any money we give would buy us publicity with our name linked to their web site, their Facebook page and flyers. With this in mind we decided to consider it publicity and take the money out of the general donations fund which is used for administrative purposes. All agreed to supply them **\$500**.
- E.** Bike Racks at Fairview Park – Providing bike racks is still in the preliminary stage. Dean is following the progress of a grant that is connected with the bike trails by OCC Bikeways. Much of the expense would be in the concrete foundations needed. Lea suggested we find out the name of the company that donated all the cement for the Veterans Memorial. No action taken.

3. Marketing/Website: Derek Sabori - He will post a video of the Concerts in the Park from last year on the web site. Lea and Mary and Lisa will use it for purposes of soliciting sponsors.

VII. **New Business** –We would like to hire a marketing intern. Mary and Lea will determine what tasks need to be done. Dean has been given the name of a student from the Business Dept. at OCC whom they can interview.

VIII. Director's Comments: Not recorded

IX. Adjournment: 7:45 PM

X. Next Meeting: Tuesday, March 6th at 6:00 PM

Respectfully submitted by Karen Ursini, secretary