

COSTA MESA FOUNDATION
Board Meeting, Tuesday June 3, 2014 6:00 PM
Costa Mesa City Hall, Conference Room 1A

MINUTES

President Lea Lowe called the meeting to order at 6:10 PM. Present was: President Lea Lowe, Treasurer Mary Fewel, and Secretary Karen Ursini. Directors: Dean Abernathy, Derek Sabori, Jeff Harlan, and City Staff Liaison Jennifer Christ; and Concert Volunteers Lisa Schultz, Bill Turpit, Stephanie Battaglia, and Kristina Werner; CERT representative Dottie Garrett and guest Patrick McCaffrey.

Absent were: Directors Gary Craig, Steve Grant, Jeff Teller and Pete Zehnder; City council liaison Sandra Genis and City staff liaison Colleen O'Donoghue and Vice President Jason Werner.

- I. Public Comment: Dottie Garrett from CERT stated that she was here to check on their account with us.
- II. Minutes: The minutes from the May 6th regular meeting were accepted as presented.
- III. Treasurer's report: Mary presented the financials for March and April. She commented on some of the numbers that we should know. First of all, the Concerts in the Park Fund for March showed \$25,000. For the month of May, as she has calculated, we have \$32,500. The Grants Account has \$4300 and the General Donation \$6500. These are the accounts that we use.
- IV. The Rest of the Meeting was dedicated to discussing the details of the CONCERTS IN THE PARK.

Kristina Werner reported that she has contacted the food trucks through Estaban who will provide a variety of 3 trucks each night. There will also be a coffee truck. The idea to contact other organizations to sell desserts has been tabled to next year. There will not be a VIP section in the Beer and Wine Garden this year. She asked that the Board appoint the alcohol servers who have taken and passed the test concerning serving alcohol found on the computer. Also she would like to have two security guards roaming around. It was mentioned that a "square" that can be attached to a phone to receive money transferred to our bank account from a credit card would be handy. Kristina will look into it. The proposed cost for beer would be \$6. , wine would be \$6. and premium wine would be \$8.

KIDS' ZONE we will contact the Estancia cheerleaders for help with activities for the children. The Triangle shopping center will feature a bowling game for them. Plans are to contact a balloon twister and the Bubble Guy to entertain. We could add face painting and a coloring corner.

SET UP: Dean Abernathy reported that his students have created some new tables for the Beer and Wine Garden that stay on the fence. Suggestions for groups to contact that would help us set up one night each and in turn receive a donation from us are: Fire Explorers, Key Clubs, Bike Ways, PTK from OCC, SOY (Derek will contact) MIKA (Lea will contact and Vanguard Veterans. Portable potties will be ordered by Dean from Mr. Diamond.

Jennifer Christ, our liaison from the city, is the person to go to if we need to order anything from the city. She informed us that we will need to have a biologist come three days prior to the concerts to assess the area. If there are any endangered species found, we would need to be 300 yards away from them. In case a gnat-catcher is found, we can't have the concert because they don't like loud noises.

Parking: Stephanie reported that parking will be across Placentia in the lot used by the train yard. The crossing area by the stop light must be used. Handicapped designated cars can park in the park area. Having a "Drop Off" section is a necessity. Large signs need to be erected identifying the area. A volunteer needs to be by the front gate and the drop-off area.

Marketing: This year one program will be made that covers all the concerts and gives publicity to our sponsors. Jim Huffman will produce it and have it ready a week before the concert. Posters can be placed on the new fence erected by the railroad area. Jeff Harlan is working on ads in the Pilot (LA Times) and the Current (The Register).

- V. Adjournment: 8:15 PM
- VI. Next Meeting: Tuesday June 24th at 6:00 PM and will be centered on the Concert details.

Respectfully submitted by Karen Ursini, secretary