

Costa Mesa Foundation
Board Meeting, Tuesday, 6 November 2017
Costa Mesa City Hall
Minutes

Meeting opened at 6:05 pm.

Board Members Present: Dean Abernathy, Lea Lowe, Mary Fewel, Nichole Scott, Karen Ursini, Gerald Ladalardo, Lisa Schultz, Linda Tenno, Jesus Perez; Jojo Crowley.

City Staff Present: Jennifer Christ

Guest: Ms. Ali Hayes, prospective board member.

Opening: Dean introduced Ms. Hayes who expressed her interest in joining the board. She has volunteered at CITP; is an OCC student and a long time area resident.

Minutes:

The minutes from both the 10 October 2017 and the special meeting held at Newport Rib need to be approved and published with the City. To be sent to Jennifer Christ after Board approval

Treasury Report (Lea):

Lea gave a summary of the financial results from the 2017 CITP and recent Account activities. The 2017 CITP earned revenues (Income) of \$57,996.00, expenses of \$20,230.21 and net earnings of \$37,765.79. The net earnings represent the largest amount from the CITP and is a credit to the hard work of the CMF board members, the Costa Mesa city staff, our sponsors and the many partners and volunteers who contribute to all the elements that make up the concerts in the park.

There was \$40,760.70 in CITP Account as of the end of September after a \$23,988.36 credit was made to the CITP Account in September.

Discussion was raised about the need to purchase new walkie-talkies for CITP operations and this idea was postponed for now due a motion by Lea delay this decision (seconded by Mary). Motion passed unanimously.

New Business:

Costa Mesa Home Tour (Lea): \$1,000.00 was requested for an ad by the CMF. Same art to be used as last year. Motion raised by Mary and seconded by Lea to approve placing the ad in the Tour publication and using funds from the General Account. Unanimously approved by the Board. An additional Motion was raised (Matt) to move the funds from the CITP account to the General account for fulfill this request. It was seconded by Mary and unanimously approved by the Board.

MOU (Mary): In October the Board proposed to the City to reconsider the CMF role for future CITP and to focus it on our strengths, sponsor acquisition and working with the community partners. And to return the responsibility of the CITP operations to the City Parks & Recreation. The CMF developed a draft MOU to define both CMF and City responsibilities with regards to future CITP.

The CMF is working cooperatively with the City to continue supporting the CITP and to work with local partners to support the likely transition. The CMF goals also include continuing to work with our sponsors to grow our list of donors.

We discussed the draft MOU. It will be sent by Dean to the City for their review and we will request a meeting within 2 weeks. A motion was raised by Mary (2nd by Lisa) to accept the MOU and to submit it to the City. Motion was unanimously approved.

Fairview Park: The City agrees to to work with the 4 special event groups, including the CMF, to try to stay in Fairview Park. It appears that there is a good chance that the CITP can continue to be held in Fairview Park in July though perhaps the location will be changed.

Question was raised if the Beer & Wine Garden will continue at future concerts? Answer is not clear but may continue to involve CMF staff and partner volunteers to run this activity.

Board Nominations (Dean)

A new CMF Board leadership slate for 2018 was proposed:

President: Lisa Schultz

Vice President: Nichole Scott

Secretary: Gerard Ladalardo

Treasury: Mary Fewel

The Board unanimously approved these names for the Board and they will assume their responsibilities in January 2018.

Website Review (Jojo)

The new concept for the CMF website was presented by Jojo. It was asked by a member if the website focus should reflect the new role for the CMF who will continue to work closely with our sponsors and the CITP which remains our chief fund-raising vehicle.

Jojo requested more photos to upload onto the new website, especially at events highlighting grant recipients. Jojo was referred to Asana to check for additional photos to use.

Dean asked for City help to figure out how the City can pay directly the company hosting the CMF website without requiring a Board member to first pay then seek reimbursement each month.

Associate Membership (Dean)

Dean proposed the idea of a new type of CMF membership, Associate Board member, which will not have voting rights or be part of a quorum. This change will require a change to our Bylaws. Dean created language for the new role to be added to the Bylaws and for which we will need City approval. Lea raised a motion to have the proposed language reviewed by the City (2nd by Mary) and unanimously approved by the Board.

Grants (Karen)

Karen noted that the Board was given out \$30,900.43 in grant money over the last 3 years. Karen prepared a list and it can be added to the new website.

New Grant requests were also reviewed:

Costa Mesa Historical Society has requested **\$1,200.00** to be used to preserve photographs dating 1942-1945 from the Santa Ana Army Air Base. A motion was raised by Karen; 2nd by Lea and unanimously approved by the board to approve this request.

CMF-Funded Community Activities in December:

At Adams Elementary School on 1 December, 700PM, the students are putting on the musical, "Annie". Board members are invited.

At the Costa Mesa Country Club, 10 December at 12 Noon, the local radio station, KOCI, is buying presents for underprivileged kids. Santa Claus will be taking requests starting at 100PM.

Request by City to use CMF fence for the Snoopy House: A motion was raised by Lea to rent the fence to the City for \$400 for use in front of City Hall. Nichole seconded it and the requested was unanimously approved. The fence needs to be delivered by 11 December. The repairs and painting will be done 18 and 25 November and 2 December. The Snoopy House will be open to the public 14-23 December. Jennifer will email the dates for volunteer work.

Meeting adjourned at 7:45PM.

Date for first meeting in January 2018 to be announced.