

The Community Foundation of Colusa County

Board Meeting
Colusa Business and Visitor's Center
Meeting Room
Colusa, CA 95932

MEETING MINUTES

Thursday, April 10, 2008

(Submitted for Approval)

I. Call to Order:

The meeting was called to order at 11:40 am Thursday, April 10, 2008 by Donna Phelan - Chairperson.

II. Attendance: (Quorum was present.)

The following persons were present:

Donna Phelan	Catherine Bernard
Carolan Meek	Lora Ceccon
Dale Kirby	Joe Kalfsbeek*
Ben Felt	Greg Tolleson *
Jim Resney*	Carl Neuss *
Lynda Reynolds	Frank Mahovlich
Gary Brewen	Alycen Wayman Gobel
Jim White	Cheri White

* Present by proxy.

The following persons were absent:

Ed Hulbert	Jeff Gilbert
Jim Scheimer	Xavier Tafoya
Abel Gomez	Marcy Parsons
Virginia Frias	

Guests present:

Cynthia White
Betty Huson – Williams Family Action Center

III. Opening Comments:

D. Phelan announced that Cheri White will be acting as Sergeant-at-Arms to monitor and limit discussions to 5 minutes per person. People needing to leave before the end of the meeting should notify Chairperson of this at the beginning of the meeting.

IV. Approval of Minutes:

Minutes for the March 13, 2008 Meeting were approved as presented.

IV. Treasurer's Report:

B. Felt, on behalf of the Treasurer, stated that the bank account contained \$94,450.00 as of March 10, 2008. This amount does not include \$4,500.00 which is being held by the Colusa

County Scholarship Foundation for future scholarship funding in 2008. Thus, the total assets are \$98,950.00.

Projected Income for 2008 from donations from CHP is \$65,000 in July, depending on if and when an EIR Consultant is hired by the County for the County Line Project.

V. Executive Director's Report:

- A. Duties and the Responsibilities of the Administrative Committee, Foundation Board Members, Officers, and the Executive Director: B. Felt handed out printed materials to be read and referred to as needed. Discussed the Administrative Committee's responsibility for day-to-day management of the Foundation.
- B. Harvey Chess Consultation on March 19, 2008: D. Phelan reported on the Foundation's first meeting with Mr. Chess. We had approximately 10 Board Members at the meeting. Everyone seemed to be very comfortable with Mr. Chess's credentials and capability to guide us through the Grant Writing experience.

VI. Unfinished Business:

- A. Six Month Budget: B. Felt submitted a Budget for January 1, 2008 through June 30, 2008 in the amount of \$26,250.00. The line items on the proposed budget were discussed in detail, and necessary changes were made by the Board. These funds shall be used at the discretion of the Administrative Committee in accordance with the Budget. Cheri White moved to accept the Budget; L. Ceccon seconded the motion; Motion Carried.
- B. Harvey Chess – proposed 2 Day Foundation Development & Planning Workshop. Cost of workshop is \$2,000.00. **Action:** Approved through the above Budget.
- C. Tax Return Preparation: Estimated cost of \$200 to \$300 by Chipman & Renfrow. **Action:** Approved through the above Budget.
- D. Director & Officer Liability Insurance: Policy cost is \$981.00. D. Kirby asked about the coverage of the policy and the deductible. Discussion followed. **Action:** Approved through the above Budget.
- E. Donation Requests: **Action:** Approved through the above Budget.
 - Golden Council, Cub Scout Pack 12: \$ 50.00
 - Colusa High School Grad Night: \$ 50.00
 - Williams Community Center: \$ 15.00
 - Ladies of the Arbuckle Golf Club: \$ 50.00
 - Ride for Life (Food Sponsor) \$300.00
 - Williams FFA \$200.00

VII. New Business:

- A. Board Lunches & Meeting Room Rent:
 - Board lunches are being discontinued effective immediately. Bring your own if needed.
 - Meeting Room will continue to be available at the B&V Center for the remainder of 2008 at no charge.
- B. Logo Design – Slogan
 - To be decided after Development / Planning Workshop.

C. Community Needs:

Maxwell & Princeton: Discussion but no action to be taken until Website & Brochure available.

Attorneys & Accountants: We need to introduce the Foundation to them. Wait until Website & Brochure available.

Other Non-Profits: Foundation needs to meet with them to discuss common goals.

D. Grant Writing Seminar:

Much discussion ensued, with D. Kirby moving to approve the expenditure of \$2,000.00 for a Harvey Chess Seminar in September; C. Bernard seconded the motion; Motion Carried.

VIII. Review Panel - Working Group Reports:

Ag Resources:

No New Business.

Community Revitalization:

Arbuckle – Nothing new to report.

Colusa - J. White reported on the progress toward the painting and cleaning up of Effie's Gas station. Owner of the property will not invest any money. Downtown Doorways is having a Mural Drawing contest for the wall of building next to Effies.

Williams – Williams Community Center is moving ahead with the lease of the gymnasium. The City has agreed to expedite the creation of the Lease, and it should be ready for WCCA by the next City Council meeting. Pioneer Day will be held on June 6th

Community Services:

Betty Huson reported on the Williams Family Action Center and its successes after receiving the original \$1,000 grant from CHF. Betty then read a Thank You letter from the WFAC for the subsequent \$2,000.00 grant.

Economic Action:

L. Reynolds reported on the progress of the Enterprise Zone Application process. Working Groups have been formed to generate data and other information. Cities and the County are working well together. Up-State is attending a large conference in Pasadena, CA.

Educational Resources:

No New Business.

Grant Resources:

L. Reynolds endorsed the use of Harvey Chess' Grant Writing Seminars.

Medical Resources:

No New Business.

IX. Comments or Observations:

Extensive discussion by C. Meek and others on how the Foundation can spread the word through out Colusa County that we are here to help.

X. Announcements:

The next regular Board meeting is scheduled for May 8, 2008 at 11:30 am at the Colusa Business & Visitors' Center.

IX. Adjournment:

There being no further business, Chairwoman Donna Phelan adjourned the meeting at. 1:20 p.m.

Minutes respectfully submitted by: Ben Felt, CHF Secretary

Minutes approved by the Board on :