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

MEETING MINUTES
Thursday November 13, 2008

(Submitted for Approval)

I. Call to Order:

The meeting was called to order at 11:45 am Thursday November 13, 2008, by Donna Phelan, Chairperson

II. Attendance: (Quorum was present.)

The following persons were present:

Catherine Bernard	Lora Ceccon
Ben Felt	Donna Phelan
Jim White	Dale Kirby
Lynda Reynolds*	Cheri White
Gary Brewen	

* Present by proxy.

The following persons were absent:

Xavier Tafoya	Jim Resney
Abel Gomez	Frank Mahovlich
Carolan Meek	Joe Kalfsbeek
Jeff Gilbert	Virginia Frias
Jim Scheimer	Carl Neuss
Alycen Gobel	Greg Tolleson

III. Opening Comments:

No opening Comments

IV. Approval of Minutes:

On motion of B. Felt, second by D. Kirby, the Board approved the October 9 minutes as presented.

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Post Office Box 871

Arbuckle, California 95912

communityfoundationcolusacounty.org

IV. Treasurer's Report:

B. Felt stated a balance of \$83,581.70. This money is held in two accounts, one a checking, and one a money market account. Both accounts are now held locally.

V. Executive Director's Report:

- A. Transfer of CFCC funds from Orange County to Colusa County. B. Felt reported that funds were transferred on October 9.
- B. Reminder – Physical location of CFCC records is at the offices of Felt & White, 2967 Davison Ct., Suite C. The phone to that office is 530-458-4222.
- C. B. Felt called for volunteers to assist in the compilation and review of the website. D. Phelan, C. Bernard, C. White and B. Felt volunteered.
- D. Colusa County Breast Cancer Fund has been established. This fund is a permanent endowment. Fees raised from this endowment will be equal to one half of the interest earned on the endowment funds on deposit with CFCC.
- E. PG & E Grant Application to be a “Cooperating Collective” was reported. There is an appointment scheduled with PG & E’s representative today at 3:00 p.m..
- F. Grant Writers Guild update- The Colusa County Grant Writers Guild was formed from the attendees of the Harvey Chess grant writing seminar and has now scheduled meetings on the 4th Wed. of each month at the offices of Felt & White.

VI. Unfinished Business:

- A. Telephone transfer to Pride Real Estate. D. Phelan reported that all legal releases have been signed to release the Foundation phone number (530-476-3885) from CHP to the Foundation. All that is left is to physically install the line into Pride’s office. D. Phelan will continue to pursue.
- B. Nominees or volunteers for the offices of Secretary and Treasurer. D. Phelan called for volunteers for each office. There being none, D. Phelan nominated C. White to serve as secretary, C. Bernard seconded, C. White accepted, motion carried. There being no volunteers for the office of Treasurer, B. Felt nominated L. Ceccon as Treasurer, and L. Reynolds as Vice-President to complete the Administrative Committee of five people. C. White seconded, L. Ceccon and L. Reynolds agreed. Motion carried.

VII. New Business:

- A. Olde Tyme Christmas is scheduled for December 5th. CFCC will be teaming with the Colusa County Breast Cancer Group to sell T-shirts and collect donations. CFCC will be handing out cookies or brownies, which L. Reynolds has graciously agreed to donate, which will include a CFCC magnate and a Big Momma's Cookhouse business card, free of charge to all visitors.
- C. B. Felt requested that the approved budget for July 1 thru December 31, 2008 be modified as follows: Change budget line item from Hosting & Mixing Events to Public Relations. It is his opinion that this will allow greater flexibility in maintaining the budget, while allowing for such things as advertising to fall into that category. On motion of C. White, seconded by L. Cecon, motion carried. C. Bernard opposed.
- D. B. Felt made the announcement that we need to remember Community Donations and Fund Raising concepts for CFCC.
- E. B. Felt called for a discussion of investments and establishment of a reserve account. Discussion followed, with D. Kirby agreeing to research a strategy for effective investment.
- F. B. Felt reported the receipt of a letter of resignation from Marcy Parsons.
- G. B. Felt asked for consideration of an Amendment to the By-Laws that would change director meeting attendance requirements and residency requirements. It was decided that the item be noticed for the December 11th meeting with the recommendation that all Board Members must attend at least 5 regular monthly Board Meetings, that Officers attend at least 8 regular monthly Board Meetings each year, and that the residency requirement be set at 95% Colusa County residents.
- H. The Colusa County Chamber of Commerce Directory deadline for submittal is November 15, 2008. B. Felt asked if CFCC was interested in an ad. Discussion followed. D. Kirby made a motion that \$275.00 be authorized for an ad, with the understanding that D. Phelan would attempt to get an upgrade to the largest possible ad for that price, seconded by C. White, motion carried. C. Bernard and J. White in opposition.
- I. B. Felt reported that the arrangements for the use of the conference room at the Business and Visitor's center is due to expire January 1, 2009, and asked for



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suggestions of a meeting space. D. Kirby offered the use of the conference room at Colusa Regional Medical Center for that purpose. After discussion, it was decided that the January 8, 2009 meeting be held at the CMRC conference room.

VIII. Review Panel - Working Group Reports:

Bruno Pitts of the Arbuckle Community Foundation gave a brief presentation on the status of the Arbuckle Community Center project, as well as thanking CFCC for sponsoring the Grant Writing Seminar which Bruno attended and found to be helpful.

IX. Announcements:

D. Phelan announced that Fernando Jimenez, of Countrywide Home Loans was donating 2 desks with returns, 6 office chairs and 3 pictures to CFCC for use in the CFCC office. Thank you letter to be sent.

The next regular Board meeting is scheduled for December 11, 2008 at 11:30 am at the Colusa Business & Visitors' Center. This meeting will include a pot luck lunch in recognition of the holiday season.

IX. Adjournment:

There being no further business, Chairman D. Phelan adjourned the meeting at 1:27 pm.

Minutes respectfully submitted by: Cheri White, Secretary

Minutes approved by the Board on :