

## PALO CEDRO COMMUNITY PARK

### BOARD OF DIRECTORS MEETING MINUTES

12/12/2007

#### 1. OFFICERS

Present: Bryan Cope, Gail Batdorf, Emilie Reedy, Ray Toney, Nancy Wickland, Glenda Wooten

Absent: Andy Main , Sandee Blalock

Guests: Virginia Phelps, Brenda Jones

Meeting called to order at 6:15 p.m.

#### 2. Secretary's Report

Minutes: Emilie made a motion to accept the minutes. Nancy seconded the motion. All approved.

Secretary needs to send thank you notes to Joan and Sue for their work on the Christmas Boutique.

#### 3. Treasurer's Report – Gail

See Handout. General account contains \$65,338.49; Honeybee account contains \$16,242.21; Note due on property is at \$84,871.01.

We received the \$2000 reimbursement from the county for the trails. Boutique sales brought in \$284.73. Had two invoices needing to be paid: Shasta Mosquito & Vector Control for \$18.38 and Post Office Box rental for year \$36.00. Ray made a motion to approve payment of these two invoices, Glenda seconded. All approved.

#### 4. Community Needs

#### 5. Committee Reports

**Construction** – Ray Toney: No report. Ray will spray trails with Roundup before the end of the year. Not heard anything from Chris Abrahamson yet regarding one-line diagrams for power.

**Fundraising** – 1) Honeybee Festival: No report. 2) Pumpkin Party: No report. 3) Wine & Dine: Will not be in February. Need to have a board member on the committee. Group to meet with Jennifer in January. 4) House Parties: Emilies' will be the first. Virginia looking for input from people invited and looking for pledges. Would like approximately \$200 per party for food and drinks. Was asked to come back with an outline and budget. Virginia also to bring information regarding the motorcycle event. Mention of a pheasant hunt involving Glen Hawes and Ken Burns.

**Grants:** Betty is looking for statistics for a grant.

#### 6. Old Business

- **Bylaws Review:** Reviewed changes. Handed out Articles of Incorporation. Emilie talked to Jim Elkins, CPA, regarding members and dues. She will do more research. Members may be able to vote for board only, not officers. Emilie to find out if we need to change our Agent of Service. Question as to why increasing board to 15. Up to board. If changed, would take affect after this election.
- **In House Marketing:** They are working on the story board for the video. Want to use "Saturday in the park," but has copyright issues. Will keep us informed. Bryan looked at rough sketches, In House is including local schools. Lettering on logo was changed. Bryan gave a copy of the plan to Gail to help review. Trying to get Power Point presentation done before Jan 25 volunteer fair.
- **Audit Committee:** Emilie and Darlene met, had a few recommendations/exceptions for Gail. Should show checks written in error on account information so no check numbers are missing, detail deposits better, need to get PG&E payment from 4/06 off reconciliation. Gail to contact accountant to clear up.

- **Nomination Committee:** Peter Brooks is out. Bryan passed out the nomination questionnaire to be handed out to all prospective board members. Will email it to the board also. There was discussion regarding the date of meetings. Ray made a motion to move the meeting date to 2<sup>nd</sup> & 4<sup>th</sup> Thursday of the month, with 2<sup>nd</sup> meeting of even months to be daytime meeting. Emilie seconded the motion. Discussion included making sure absent board members can attend Thursdays. Bryan to check. 5 approved, 1 abstained.
- **Attorney/CPA:** Emilie knows a CPA that does auditing for non-profits for free. Will contact to verify. Stay with Art Peasley.
- **Planning for 2008:** Look at timeline attached to previous minutes, make changes and bring to 2<sup>nd</sup> meeting in January. How do we get to where we want to be?

7. New Business

8. Open discussion

- Gail reported the bill for domain name is taken care of through Shasta.com, not the other company that billed us.
- Nancy reported that a guitar shop is moving in next door (south) and seems to want our room. May have to move again.
- Sandee was to be looking for storage. If Joan and Sue rented the house next to Little Filly's, may rent us a room for storage.
- No 2<sup>nd</sup> meeting in December. Ray and Glenda to miss the next meeting.

9. Meeting Adjourned at 8:10 p.m.

Next meeting: January 10<sup>th</sup>, 6:15pm.

Gail Batdorf  
Treasurer