

Cape Meares Community Association Board

Regular Monthly meeting on the 2<sup>nd</sup> Monday of each month at 10:00am

Board Meeting December 12, 2022, 10:00am

Members of the Board Present:

Sean Kohles, Treasurer  
John Harland, Secretary  
Patti Smith, Community Center Managers  
Kathy Burke  
Anita Johanson  
Randy Klobas  
Tomé Deckard

Could not make the meeting

Wendy Burroughs, President

Sean Kohles, treasurer, and meeting chair, opened the meeting at 10:10am and reviewed the agenda

Last meeting minutes.

**Motion 1:** proposed by John and seconded by Patti: Board accept the minutes of the October 10th meeting. The minutes were approved unanimously. Anita abstained, not at the last meeting

Interim President

Wendy is taking a 2-week leave as President. Discussion about what to do for the president responsibilities during her absence, without a strong direction

**Kathy** agreed to talk to Wendy to see what she would like us to do

Financial Report, Sean

Unfortunately, Sean has decided to resign from the CMCA Board, but has agreed to continue with the duties of treasurer until a new person takes over the responsibilities.

Sean prepared the following that was sent out ahead of the meeting with the meeting agenda

-Budget overview (as of 12/6/22)

-Current fundraising plea: \$11,308.23 (after \$146.77 in fees)

Watershed Conservancy = \$5,803.70

Unrestricted = \$4,362.20

Operating Expenses = \$950

Schoolhouse Maintenance = \$100

Emergency Preparedness = \$192.32

-Current total funds: \$21,702.05 (estimated per pending check clearances)

-Emergency Preparedness: \$3,924.03

-Schoolhouse Maintenance: \$633.72

-Operating Expenses/Unrestricted: \$11,335.72 (estimated)

-Watershed Conservancy = \$5,805.58

-Insurance coverage update

-Three tsunami sheds (estimate forthcoming; valued at over \$30k per shed) [vote]

-Grimm forest (\$300 to \$400 annual premiums)

Discussed the budgeting for the Watershed Protection land purchase. The Board recognizes that we are used to making financial decisions on the scale of maintaining the Community Center, managing emergency supplies, and operating the Community Association. The Watershed Protection project involves much larger sums. It is important that the Board's decisions be transparent as we are representing the community.

**Watershed Conservancy Working Group (WCWG)**

We were joined by Simone Goldfeder and Dr Miriam Fultz in a Zoom meeting to discuss the watershed protection project

- There is a volunteer team working on the project
- There is a need for a "Yellow Book" appraisal for many federal grants
- In preparing grants, the writing is perhaps 20% of the work. The key elements are developing the strategy, understanding the Grantors needs, etc
- We need the support of North Coast Land Conservancy (NCLC) as a fiscal entity when fund raising. They have been around for more than 30 years and has a lot of experience supporting projects such as we are undertaking
- The WG recognizes that Stakeholder engagement is very important

The Board has several tasks in support of the WCWG

- Funding approval as the funds will be raised through CMCA
  - NCLC will be the fiscal agent for any large grants
- To be responsive, the CMCA Board needs to be nimble to respond to the Work Group.
  - The CMCA Board decided that we will add every other Monday to our calendars as a placeholder in case the Board needs to meet
- Board members need to review for potential approval the proposed Memorandum of Understanding (MOU) with NCLC
- Need a point person for the WCWG. This role needs to be a liaison and communicator, not decision maker
- Make sure we can receive federal grants

We decided that as many Board members as possible will schedule to attend a Zoom meeting at 10:00 on Monday Dec 19<sup>th</sup> as follow up to the WCWG

DRAFT