

**Minutes: Pedro Point Community Association Meeting
Held October 21, 2021 at 7:30pm at the Firehouse and via Zoom**

1) Call to Order and Roll Call

The meeting was called to order at 7:33pm. In attendance were the following Board Members:

		PRESENT
President	Joanne Gold	X
Vice President	Allison West	X
Treasurer	Barbara Lubben	X
Secretary	Cherie Chan	X
At-Large + Firehouse Manager	Camille Keating	X
At-Large	Breck Hitz	X
At-Large	Helen Bronté-Stewart	X
At-Large	Sam Casillas	
At-Large	Marcia Settel	X
At-Large	Leo Leon	X
At-Large	Rebecca Smith-Coggins	X

PPCA members in attendance: Ed Gold, Debi Hirshlag, Anne Hitz

2) Approval of July 15, 2021 Meeting Minutes

Marcia moved to approve Minutes, Breck seconded. All in favor.

3) Treasurer's Report: Balance Sheet, Income and Expenses through 9/30/21

- **Balance Sheet:** The PayPal balance is over \$19,500, which exceeds our cash flow needs. This account is primarily used to receive and return rental deposits, net of cleaning expenses, for events held at the Firehouse. The Board discussed whether a portion of funds in the PayPal account could be deposited into another account with higher cyber security but remain separate from other PPCA operating funds. (ACTION ITEM - Barbara will report back next meeting with recommendations on how much to keep in the PayPal account and where to deposit any remaining funds.)
- **Income and Expenses:** We essentially broke even for the third Quarter. We anticipate an annual insurance renewal expense of \$3,300 in November. We will pay in full to avoid any installment fees. The entire expense will be reflected in our December 31, 2021 financials.

Marcia moved to accept the Treasurer's report, Allison seconded. All in favor.

4) Committee Updates

Firehouse

- The fence near the playground has collapsed.
- Ed met with Julian to discuss a resolution; likely involves renting an excavator.
- The Firehouse now has Wi-Fi; Camille will send login information to the Board.

Events Committee

Tomorrow, PPCA will be co-sponsoring the River's End Firehouse event, which discusses the history of water allocation in California. Camille clarified that the contract currently includes a projector screen. While there is some personal AV equipment stored at the Firehouse, it is designated for the exclusive use of the PPCA and is not part of the rental contract. Also, Camille clarified that any future donation of the Firehouse space must consider how the post-event cleaning fee will be paid (especially important during COVID protocols).

The Board discussed and approved a potluck in November, with hopes that open ventilation and the

filtration system would be enough for people to feel safe joining the event.

5) Board Elections

Joanne reminded the Board that her term as President will conclude at the end of 2021. She then led a discussion about which other Member's terms were expiring and a process to solicit the Pedro Point community for nominations to fill vacating seats. Anne Hitz agreed to work with Joanne to write and send an email to accomplish this.

6) Adjournment

Meeting was adjourned at 8:50pm.

-- Respectfully submitted by Cherie Chan, PPCA Board Secretary