

**Minutes: Pedro Point Community Association Meeting
(Held October 20, 2022 at 7:30pm at the Pedro Point Firehouse)**

1) Call to Order and Roll Call

Roll Call at 7:36pm. Quorum met. Meeting called to order.

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

Neighbors in attendance: Kris Geiger, Dave Stewart, Danny Estrella
Board Member Camille Keating joined after Roll Call

2) Approval of 7/21/22 Meeting Minutes

- Marcia moved for approval of the Meeting Minutes, Barbara seconded. All approved.

3) Treasurer's Report: Balance Sheet, Income and Expenses through 9/30/22

Operating Results

Our annual net operating income through September 30, 2022 is \$1,951, an increase of \$4,658 from the net operating loss of \$2,706 during the first nine months of 2021.

Although we are still positive for the fiscal year-to-date, we operated at a loss during the third quarter of 2022, in contrast to the small profit earned during a less busy 2021 Q3. Although our revenues more than doubled compared to the same period last year, from \$7.7k to \$15.4k, our expenses increased even more, resulting in a net operating loss of \$963, compared to an income of \$410 during Q3 2021. Significant increases in commission expense, cleaning fees, janitorial expenses, and utilities drove the loss.

We anticipate that we will lose more money during the 4th quarter of 2022. Major annual expenses that will be paid in the fourth quarter include the insurance premium of \$3,607 and the first installment of property taxes. Based on projections as of the October Board Meeting, we expect a loss of approximately \$3,700 for 2022. We've had combined net operating losses over the past two years of \$12,000. Clearly, this is not sustainable.

The Executive Committee will perform a financial analysis to determine how to balance our operating budget. Bruce Ferry will develop a historical financial summary as a starting point. The Executive Committee will present the results of the analysis and recommendations to make the PPCA/Firehouse financially sustainable at our January meeting.

Loan to Field Fund

As of September 30, 2022, donations of \$1,563 have been received to repay the \$2,180 loan to the field account for legal fees, leaving a balance of \$617. Fundraising will continue until the loan is fully repaid.

- Marcia moved we approve the Treasurer's Report, Sam seconded. All approved.

4) Committee Updates

Firehouse Report

Firehouse Manager

- a. Business is picking up again!
- b. At this point, we don't have adequate trash receptacles. Camille will investigate a path forward.

Firehouse Maintenance

- Now that Danny is back, Ed and Danny will be Co-Firehouse Maintenance Coordinators. The first thing they are going to do is to look at the penny floors in the bathrooms and determine how they can be refreshed.
- There was a discussion about the circuit breakers in the basement: all Board attendees will go downstairs following the meeting to understand how to reset them.
- During COVID we decided to remove the speakers, which were donated and installed by Danny and intended for the exclusive use of PPCA events. While Danny was in Portugal, Camille requested--and the Board approved--that the speakers be removed. Because they are not plug-and-play speakers, they weren't easily usable for other events. Danny would like to know if these can be restored so we can have more movie and music nights again. We will investigate the best way to proceed once COVID dies down.

Events Committee

- The Events Committee met this quarter, but didn't come up with new events. If you have any ideas, please contact Marcia Settel.
- We are having another potluck this Sunday at 4:30pm.
- For the next potluck, we were thinking it would be fun to have a culture night or culture event.
- Thank you to Joanne who purged all our stale pre-COVID alcohol from the storeroom.
- We would like to move forward and have more events in the future but need people to champion specific events.
- Ideas: Spring House and Garden Tour. Contact Marcia if you would like to be a host.

Welcome Committee

The Welcome Committee, with a representative from each street, has formed again. Our process is knocking on the new neighbor's door to say hello, dropping off a modest gift, and inviting the new neighbor to subscribe to the newsletter. If you know of any new neighbors or renters, please contact Allison so we can be sure they're properly welcomed.

5) New Business

Elections - of twelve Board positions, three two-year terms are set to end at the end of 2022: Rebecca, Leo, and Barbara. Per the bylaws, we will be holding elections if we have more than three applicants.

6) Adjournment at 9pm

Board Members then went downstairs to view the lighting breakers.

-- Respectfully submitted by Cherie Chan, PPCA Board Secretary