

**Approved Minutes: Pedro Point Community Association Meeting
(Held July 20, 2023 at the Pedro Point Firehouse)**

1) Administrative Business

Roll Call at 7:34pm. Meeting called to order.

		PRESENT
President	Allison West	X
Vice President	Joanne Gold	X
Treasurer	Gary Emich	X
Secretary	Cherie Chan	X
At-Large	Helen Brontë-Stewart	
At-Large	Sam Casillas	X
At-Large	Debi Hirshlag	X
At-Large	Breck Hitz	X
At-Large	Camille Keating	
At-Large	Britt Kopping	X
At-Large	Leo Leon	X
At-Large	Marcia Settel	X

PPCA Board Contributors: Danny Estrella, Anne Hitz, Lisa Warns

Guests: Penny Keating, Alice Smith, Janet Mendoza, Carol Pan

Allison West confirmed that Bryan Reinero received enough Board votes to be elected to replace Helen Brontë-Stewart for the remainder of her term. Helen elected to step off the Board for personal reasons.

2) Treasurer's Report

Balance Sheet, Income and Expenses through June 30, 2023

- Since last quarter, our bank balance has increased from \$58,659 to \$67,894.
- We moved to invest \$50,000 in a fully liquid Vanguard Money Market Account. Based on its current 5% yield, this will net \$2,500 per year.
- PPCA financials improved significantly during Quarter 2.
- Gross income increased from \$16,723 in Quarter 1 to \$22,619 in Quarter 2. This is attributable to an increase in Firehouse rentals and represents a 35.26% increase of \$5,896.
- As would be expected from the increased use, Firehouse expenses likewise increased, from \$11,860 in Quarter 1 to \$13,276 in Quarter 2. This is an increase of \$1,415 or 11.94%.
- PPCA's Quarter 2 net bottom line profit grew 94.15% (or \$4,673) compared to Quarter 1, from \$4,962 to \$9,635.

Anne, Lisa and Gary are looking for ways to make it easier to pay for rentals. They investigated working through Tri-County bank, a credit card, and PayPal. While PayPal charges a convenience fee, the customer can absorb that fee, which is added to the rental fee. While no vote was taken, the Board noted that the team is free to pursue and implement avenues which make it easier for potential renters to use the Firehouse.

3) Committee Updates

Firehouse Manager – Lisa Warns

- We continue to have many inquiries and bookings, averaging 2 inquiries per day!
- We already have 10 inquiries for 2024, and all of July and August are fully booked on weekends.
We are booking about one wedding per month, which is our highest earner.
- We do still have availability on weeknights, especially for classes.
- No bookings planned for Christmas/New Years Day/Eve.
- Garbage continues to be a challenge. Lisa reminds us that we only get one garbage and one recycling can per event. Let's go green, reuse, and recycle!
- Question: How do people find out about the Firehouse? Mostly Yelp and Internet searches.

Firehouse Maintenance - Danny Estrella

- Danny and Leo Leon have been working on cleaning up the Firehouse basement. There was a mildew issue, which has been resolved.
- Leo poured a new concrete step going down into the basement, so be careful!
- Danny is scheduling a repainting of the Pedro Point Playground, likely the third week in October.
- A second office downstairs is ready for rentals! We have a potential tenant who wants to rent it, pending an agreement. We are proposing \$250 per month. We are looking into a model rental contract to use.
- Danny has received one bid to replace the siding so far, which came to roughly \$104,000.
- We are planning a work party this Saturday afternoon.

Events Committee – Marcia Settel and Britt Kopping

- We had a wonderful progressive dinner!
- Some ideas for future events: karaoke, game nights
- Britt has taken over coordination of Movie Nights. The most recent movie, Ratatouille, resulted in 40 happy spectators. The Princess Bride was suggested for a future movie.

New Neighbor Committee - Allison West

- Allison explained that the committee welcomes new neighbors with a plant and a personal meeting.
- If you know any new neighbors, let Allison know!

Planning & Development – Sam Casillas

- There is still no movement on an updated Local Coastal Plan.

AdHoc: 501(c)(3) Project - Joanne Gold

- Joanne, Britt and Leo met to start the process of establishing a “Friends of the Firehouse” 501(c)(3) so donors can make tax-deductible contributions to help the Firehouse. Contact them if you would like to join the committee.

4) Major Gift Opportunity/Restricted Funds

- An anonymous donor made an oral pledge to donate \$10,000 to help with the Firehouse re-siding/repair project – they understand a donation under our current nonprofit status would not be tax deductible for them.

5) Community Comments; New Business

- Alice Smith introduced herself to the PPCA. She and Margaret Tassi purchased the building which used to house the Coastal Cat Clinic. They are planning to have a neighborhood grand opening for the Clay Creations business now there.

6) Adjournment: 9:03 pm

-- Respectfully submitted by Cherie Chan, PPCA Board Secretary