

AGENDA

FORESTHILL COMMUNITY DEVELOPMENT COUNCIL, a California Nonprofit
foresthilcdc.org
Regular Board of Directors Meeting
August 16, 2021
Held via conference call – 530-367-8484; code 87762
7:00 PM – 8:30PM

CALL TO ORDER

ROLL CALL BOARD OF DIRECTORS: A. Clark, T. Harkness, R. Husmann, L. Nelson

APPROVE AGENDA

PUBLIC COMMENT -This is the time for any member of the public to address members of the Council any matter not on the agenda that is within the subject matter jurisdiction of the Council. **Comments shall be limited to five minutes per person**, or such other time limit as may be imposed by the Chair.

A. SECRETARY’S REPORT/APPROVAL OF MINUTES 7/19/21 (15 minutes)

B. UNFINISHED BUSINESS

- **Foresthill Christmas Basket program**
- **FCDC non-profit partnership with Firewise groups**
- **First Northern Bank Literacy discussion**
- **Reconvening in person - Insurance**
- **Review Action Items from July**

Grants (Firewise)	Robyn	Reach out to Sherry Conway
Planet Green Recycle Program	Laura	Draft template letter explaining program and FCDC’s code to use.
Art Show	Laura	Contact Mariah Quintanilla; coordinate on continuing the artist showcase articles
Memorial Hall	Laura	Contact insurance about liability risk of reconvening in-person
Chamber of Commerce	Robyn	Verify cost of membership
Director role	Robyn	Discontinue Tyler’s role as a director

C. NEW BUSINESS

-

D. STANDING COMMITTEE AND SPECIAL TASK FORCE ASSIGNMENTS/DISCUSSION

- **5 minutes each report (these are informational reports, not committee meetings)**
 - **Management Task Force/Executive Committee –**
 - **Membership/Recruiting Committee –**
 - **Foresthill Trails Alliance –**
 - **Bioenergy Task Force –**
 - **Foresthill Art Show –**
 - **Website Analytics Review**

E. TREASURER'S REPORT (15 minutes)

F. PUBLIC COMMENT-This is the time for public comment concerning agenda items only

G. BOARD COMMENT

H. NEXT REGULAR MEETING TBD

I. ADJOURN

Foresthill Community Development Council, a California Non-Profit
 Minutes of Regular Board of Directors
 Meeting August 16, 2021
 Via Conference Call

Call to Order: Meeting was called to order at 7:08 pm by Chair, Robyn Husmann

Director Roll Call: A. Clark, R. Husmann, L. Nelson, T. Harkness (7:41 pm)

Directors Excused:

Directors Absent:

Members/Public Present: Joshua Miller, Mariah Quintanilla

Approval of Agenda: Agenda was approved as submitted. Nelson/Clark unanimous.

Public Comment: No public comment.

Secretary's Report/Approval of Board Meeting Minutes:

- Minutes from the July regular meeting were reviewed, the minutes were approved as corrected. Husmann/Nelson unanimous.

Unfinished Business:

- Foresthill Christmas Basket program – Robyn reported she is attempting to settle on a date to meet with the chair of the Christmas Basket program.
- FCDC non-profit partnership with Firewise groups – Laura reported that they are focused on outside government grants, and received suggestions on finding a grant person. No progress to report, we will leave on agenda but there is no current activity.
- First Northern Bank Literacy discussion – no report.
- Reconvening in person – Insurance – Robyn spoke to the board regarding the FCDC not being covered for diseases, and how it presents a challenge for the future of our organization. Our regular meetings can be conducted remotely, but our events and in person attendance at other events such as the Heritage Festival are questionable. Robyn stated she does not want any of the board to be personally liable, and with such a litigious world environment it presents great risk. She asked the board if it makes sense to continue as an organization. Laura stated she would hate to see the organization impacted by that and would hope that COVID works its way out. There is a lot of work to get a non-profit up and running again. Laura would like to focus on membership and donations. Robyn agreed but said this same issue will remain even beyond COVID and is something we need to consider. She suggested looking for a grant for the insurance coverage cost. The board discussed evaluating the risk of each event and utilizing waivers if that is possible per the type of event. **ACTION ITEM – Robyn to research grants for coverage on COVID impacts including insurance coverage.**
- Review of action items from July –Five action items from July are complete, one will remain open.

New Business:

- **No new business**

Standing Committees and Special Task Forces:

- Management Task Force/Executive Committee –No report
- Membership/Recruiting Committee – Laura and Robyn reported they are rewriting FCDC literature, and have made a plan to be more active on social media.
- Foresthill Trails Alliance – Robyn and Laura discussed the funds that remain in our account. Robyn will reach out to ask what we should do with their funds that are on our books. Laura requested that Robyn verify details with her before making contact. **ACTION ITEM – Robyn reach out to ask about remaining funds.**
- Bioenergy Task Force –No report
- Foresthill Art Show – Robyn reported that dates have been requested for use of the Memorial Hall, May 12-15, 2022. Mariah asked if it has always been held at the memorial hall. Robyn gave background information on Robin Guthrie’s work on the art show and how she entrusted it to the FCDC. Robyn requested that we still involve Robin in future art shows. Robin Guthrie would be happy to meet with Mariah and provide any needed information. Laura and Robyn addressed Mariah and expressed their excitement for her new ideas and input. FCDC wants to revitalize the art show and embrace new ideas and start working on the event. Further discussion will be moved to a separate committee meeting.
- Website Analytics –The July analytics were reported. The analytics looked very strong and we will continue social media efforts.

Treasurer's Report:

- The financial reports for July were reviewed. Laura reported on a \$25 donation from Laura’s birthday fundraiser and a membership payment. We should be getting another check from Planet Green, but it takes them awhile to process. Treasurer’s report was unanimously accepted as submitted (Clark/Harkness) and is included in the minutes.

Public Comment:

- Joshua Miller – Reconvening in person – Josh spoke to the board and asked if we could use another organization insurance like an umbrella policy. Robyn explained that it was FCDC’s goal to be that umbrella organization, but it is something to include in her research.

Board Comment:

- Laura stated she would like to look at the procedure for adding Josh as a director. The board agreed to follow up on that request.
- Laura asked the board if we would like to switch to Zoom, as the video component helps the board feel more connected and truer to an in person experience. The board agreed it would be worth considering and spoke about the need for a paid vs free account. **ACTION ITEM – Tyler to investigate free account time limits.**

Next Meeting: Our next regular meeting is September 20th, 2021.

Adjournment: Nelson/Clark; unanimous. The meeting adjourned at 8:13 p.m.

Summary of Action Items 8/16/21:

Task	Responsible Party(ies)	Action/ Discussion Required
Grants (Firewise)	Robyn	Reach out to Sherry Conway
COVID/Insurance Grants	Robyn	Research grants for coverage on COVID impacts including insurance coverage
Trail's Alliance funds	Robyn	Robyn reach out to ask about remaining funds.
Zoom Account use	Tyler	Tyler to investigate free account time limits

Respectively submitted by,
Allie Clark – FCDC Secretary.

Additional Info			
Board of Directors	Membership	Exp 1/31/22	Allie Clark – Secretary
	Membership	Exp 1/31/22	Laura Nelson – Treasurer
	Membership	Exp 1/31/22	Robyn Husmann – Chair
	Organizational	Exp 1/31/21	Tyler Harkness
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
Executive Board			Robyn, Allie, Laura

Foresthill Community Development Council, Inc.

Revenue & Expenses by Class

July 2021

08/12/21

Cash Basis

	<u>Administrative</u>	<u>TOTAL</u>
Ordinary Income/Expense		
Income		
4200 · Contributions		
4202 · Individual/Business	25.00	25.00
Total 4200 · Contributions	25.00	25.00
4301 · Membership Dues	25.00	25.00
Total Income	50.00	50.00
Gross Profit	50.00	50.00
Net Ordinary Income	50.00	50.00
Net Income	<u>50.00</u>	<u>50.00</u>

Foresthill Community Development Council, Inc.
REVENUE & EXPENSE DETAIL REPORT

08/12/21

July 2021

Cash Basis

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense							
Income							
4200 · Contributions							
4202 · Individual/Business							
Deposit	07/02/2021	3795934		L. NELSON BD FB FUNDRAISER		25.00	25.00
Total 4202 · Individual/Business					0.00	25.00	25.00
Total 4200 · Contributions					0.00	25.00	25.00
4301 · Membership Dues							
Invoice	07/19/2021	75	MEMBERS (PAY DUES):Alexandra (Allie) Clark	Individual Annual Membership Dues		25.00	25.00
Total 4301 · Membership Dues					0.00	25.00	25.00
Total Income					0.00	50.00	50.00
Gross Profit					0.00	50.00	50.00
Net Ordinary Income					0.00	50.00	50.00
Net Income					0.00	50.00	50.00

Foresthill Community Development Council, Inc.

Checking Balance By Class

As of July 31, 2021

08/12/21

Cash Basis

	Administrative	FHHC Garden	Trails Alliance-FA	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
1001 · FCDC Checking 7693	1,948.07	0.00	(121.00)	1,827.07
1006 · PayPal	25.00	0.00	0.00	25.00
1100 · FTA Petty Cash	0.00	0.00	80.00	80.00
Total Checking/Savings	1,973.07	0.00	(41.00)	1,932.07
Total Current Assets	1,973.07	0.00	(41.00)	1,932.07
TOTAL ASSETS	1,973.07	0.00	(41.00)	1,932.07
LIABILITIES & EQUITY				
Equity				
3001 · Net Assets	2,460.08	2,970.51	(41.00)	5,389.59
Net Income	(487.01)	(2,970.51)	0.00	(3,457.52)
Total Equity	1,973.07	0.00	(41.00)	1,932.07
TOTAL LIABILITIES & EQUITY	1,973.07	0.00	(41.00)	1,932.07

Results from Jul 3, 2021 - Jul 30, 2021

Note: Does not include today's data. Insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.

Organic Paid**Actions on Page** i

July 3 - July 30



We have insufficient data to show for the selected time period.

Page Views i

July 3 - July 30

11

Total Page Views ▲22%**Page Likes** i

July 3 - July 30

12

Page Likes ▲500%**Post Reach** i

July 3 - July 30

50

People Reached ▲92%**Story Reach** i

July 3 - July 30

Get Story Insights

See stats on how your Page's recent stories have performed.

[Learn More](#)**Recommendations** i

July 3 - July 30



We have insufficient data to show for the selected time period.

Post Engagement i

July 3 - July 30

10

Post Engagement ▲100%**Videos** i

July 3 - July 30



We have insufficient data to show for the selected time period.

Page Followers i

July 3 - July 30

12

Page Followers ▲500%



It takes time for marketing to pay off.
Check back in a few days to see how your
score moves

[What's this score?](#)

Overview ▾

ⓘ Last 30 days ▾

11

Page Views