

AGENDA

FORESTHILL COMMUNITY DEVELOPMENT COUNCIL, a California Nonprofit
foresthilcdc.org

Regular Board of Directors Meeting

September 21, 2020

Held via conference call – 530-367-8484; code 22374

7:00 PM – 8:30PM

CALL TO ORDER

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

APPROVE AGENDA

A. SECRETARY’S REPORT/APPROVAL OF MINUTES 08/17/20 (15 minutes)

B. UNFINISHED BUSINESS

- **Chamber of Commerce membership** – further discussion postponed due to COVID
- **Foresthill Christmas Basket program**- further discussion postponed due to COVID
- **Fundraising - Chamber of Commerce car show** – further discussion postponed due to COVID
- **Foresthill sign at Foresthill Rd & Lincoln Way – Laura/Robyn**
- **Review Action Items from August**
 - Check with PCWA for status update on signage at Fhill Rd/Lincoln Wy– Robyn
 - Submit signatory information to finalize transfer of Garden Lease-Allie/Robyn
 - Continue assembly of a bioenergy exploratory committee – Gary/Robyn

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 – Allie
 - Community Garden Task Force -
 - Membership/Recruiting Committee –
 - Foresthill Trails Alliance –
 - Bioenergy Task Force – Gary
 - Foresthill Art Show – Rocky
 - Website Analytics - Gary

E. TREASURER’S REPORT (15 minutes)

F. PUBLIC COMMENT

G. BOARD COMMENT

H. **NEXT REGULAR MEETING DATE, TIME –October 19, 2020 7:00 p.m.**

I. **ADJOURN**

Foresthill Community Development Council, Inc.

Checking Balance By Class

As of August 31, 2019

09/15/19

Cash Basis

	Administrative	Civil Discourse	FHHC Garden	Trails Alliance-FA	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
1001 · FCDC Checking 7693	2,441.14	1,247.32	3,283.47	(109.00)	6,862.93
1100 · FTA Petty Cash	0.00	0.00	0.00	80.00	80.00
Total Checking/Savings	2,441.14	1,247.32	3,283.47	(29.00)	6,942.93
Total Current Assets	2,441.14	1,247.32	3,283.47	(29.00)	6,942.93
TOTAL ASSETS	2,441.14	1,247.32	3,283.47	(29.00)	6,942.93
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
2201 · Garden Bed Sec. Deposit	0.00	0.00	150.00	0.00	150.00
Total Other Current Liabilities	0.00	0.00	150.00	0.00	150.00
Total Current Liabilities	0.00	0.00	150.00	0.00	150.00
Total Liabilities	0.00	0.00	150.00	0.00	150.00
Equity					
3001 · Net Assets	2,158.81	2,364.12	2,009.83	68.00	6,600.76
Net Income	1,517.30	(1,566.80)	350.67	(109.00)	192.17
Total Equity	3,676.11	797.32	2,360.50	(41.00)	6,792.93
TOTAL LIABILITIES & EQUITY	3,676.11	797.32	2,510.50	(41.00)	6,942.93
UNBALANCED CLASSES	(1,234.97)	450.00	772.97	12.00	(0.00)

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

09/15/19

Cash Basis

August 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense							
Income							
4200 - Contributions							
Deposit	08/14/2019			Deposit		5.66	5.66
Total 4210 - Amazon Smile Program					0.00	5.66	5.66
Total 4200 - Contributions					0.00	5.66	5.66
4301 - Membership Dues							
Sales Receipt	08/02/2019	101	MEMBERS (PAY DUES):Alexandra (Alli...	Individual Annual Membership Dues		25.00	25.00
Total 4301 - Membership Dues					0.00	25.00	25.00
4500 - FCDC Events - Net							
4501 - Event Revenue							
Deposit	08/13/2019			Weddle-Vendor Revenue		40.00	40.00
Deposit	08/13/2019			Chubby-Vendor Revenue		20.00	60.00
Deposit	08/19/2019			FM Vendor - Weddle		20.00	80.00
Deposit	08/19/2019			FM Vendor - Urban Dreamer		20.00	100.00
Deposit	08/19/2019			Plants Sold at FM		11.00	111.00
Total 4501 - Event Revenue					0.00	111.00	111.00
4505 - Golf Tournament Revenue							
Invoice	08/02/2019	29	FHCDC Events:GOLF Tourny	2 PLAYERS		160.00	160.00
Invoice	08/07/2019	20	FHCDC Events:GOLF Tourny	GOLF TOURNAMENT "HOLE IN ONE" SPON...		200.00	360.00
Invoice	08/07/2019	30	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	410.00
Invoice	08/08/2019	31	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	460.00
Invoice	08/08/2019	31	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	510.00
Invoice	08/13/2019	32	FHCDC Events:GOLF Tourny	HOLE AND CLOSEST TO THE PIN SPONSOR		75.00	585.00
Invoice	08/16/2019	34	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	635.00
Invoice	08/20/2019	33	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	685.00
Invoice	08/21/2019	40	FHCDC Events:GOLF Tourny	SPONSOR SIGN 18X24		25.00	710.00
Invoice	08/21/2019	41	FHCDC Events:GOLF Tourny	SPONSOR SIGN		25.00	735.00
Invoice	08/26/2019	27	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	785.00
Invoice	08/28/2019	24	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	835.00
Invoice	08/28/2019	36	FHCDC Events:GOLF Tourny	SPONSOR SIGN		12.50	847.50
Invoice	08/28/2019	37	FHCDC Events:GOLF Tourny	SPONSOR SIGN		12.50	860.00
Invoice	08/28/2019	38	FHCDC Events:GOLF Tourny	SPONSOR SIGN		12.50	872.50
Invoice	08/28/2019	44	FHCDC Events:GOLF Tourny	HOLE SPONSOR		50.00	922.50
Invoice	08/28/2019	45	FHCDC Events:GOLF Tourny	SPONSOR SIGN 18 X 24		25.00	947.50
Invoice	08/28/2019	46	FHCDC Events:GOLF Tourny	PLAYERS 4 - TORBIN WARWICK		320.00	1,267.50
Total 4505 - Golf Tournament Revenue					0.00	1,267.50	1,267.50
4506 - Golf Tournament Expenses							
Deposit	08/02/2019			PP FEE-2 PLAYERS PMT	3.82		(3.82)
Check	08/02/2019	ATM	Staples	4 LAWN SIGNS	54.06		(57.88)
Total 4506 - Golf Tournament Expenses					57.88	0.00	(57.88)
Total 4500 - FCDC Events - Net					57.88	1,378.50	1,320.62
Total Income					57.88	1,409.16	1,351.28
Gross Profit					57.88	1,409.16	1,351.28
Expense							
6100 - Bank/Merchant Fees Expense							
Deposit	08/26/2019			Deposit	1.40		1.40
Total 6100 - Bank/Merchant Fees Expense					1.40	0.00	1.40
6250 - Donations to Other Entity							
Check	08/24/2019	ATM	Dollar General	Supplies for Pool 50th Event	71.20		71.20
Check	08/26/2019	1027	Adrienne Evatt	for food donated to Pool's 50th event	0.00		71.20
Check	08/26/2019	ATM	Worton's Market	Ice for Pool 50th Event	4.92		76.12
Check	08/26/2019	ATM6963	Adrienne Evatt	Food for Pool 50th Event	175.00		251.12
Total 6250 - Donations to Other Entity					251.12	0.00	251.12
6360 - Materials & Supplies							
6362 - Program Supplies							
Check	08/03/2019	ATM6963	Walmart	Bird seed & cups	19.88		19.88
Check	08/19/2019	ATM6963	Home Depot	For Garden	48.83		68.71
Total 6362 - Program Supplies					68.71	0.00	68.71
Total 6360 - Materials & Supplies					68.71	0.00	68.71
6425 - Printing & Copying							
Check	08/05/2019	ATM6963	FedEx Office	Farmers Mkt Coupon Printing	41.54		41.54
Total 6425 - Printing & Copying					41.54	0.00	41.54
Total Expense					362.77	0.00	362.77
Net Ordinary Income					420.65	1,409.16	988.51
Other Income/Expense							
Other Expense							
9000 - To Review							
Check	08/05/2019	ATM6963	Sam's Club	MISSING RECEIPT	47.24		47.24
Total 9000 - To Review					47.24	0.00	47.24
Total Other Expense					47.24	0.00	47.24
Net Other Income					47.24	0.00	(47.24)
Net Income					467.89	1,409.16	941.27

Foresthill Community Development Council, Inc.
Revenue & Expenses by Class
August 2019

09/15/19
Cash Basis

	<u>Administrative</u>	<u>FHHC Garden</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
4200 · Contributions			
4210 · Amazon Smile Program	5.66	0.00	5.66
Total 4200 · Contributions	5.66	0.00	5.66
4301 · Membership Dues	25.00	0.00	25.00
4500 · FCDC Events - Net			
4501 · Event Revenue	0.00	111.00	111.00
4505 · Golf Tournament Revenue	1,267.50	0.00	1,267.50
4506 · Golf Tournament Expenses	(57.88)	0.00	(57.88)
Total 4500 · FCDC Events - Net	1,209.62	111.00	1,320.62
Total Income	1,240.28	111.00	1,351.28
Gross Profit	1,240.28	111.00	1,351.28
Expense			
6100 · Bank/Merchant Fees Expense	1.40	0.00	1.40
6250 · Donations to Other Entity	0.00	251.12	251.12
6360 · Materials & Supplies			
6362 · Program Supplies	0.00	68.71	68.71
Total 6360 · Materials & Supplies	0.00	68.71	68.71
6425 · Printing & Copying	0.00	41.54	41.54
Total Expense	1.40	361.37	362.77
Net Ordinary Income	1,238.88	(250.37)	988.51
Other Income/Expense			
Other Expense			
9000 · To Review	0.00	47.24	47.24
Total Other Expense	0.00	47.24	47.24
Net Other Income	0.00	(47.24)	(47.24)
Net Income	1,238.88	(297.61)	941.27

Foresthill Community Development Council, a California Non-Profit
 Minutes of Regular Board of Directors
 Meeting September 21, 2020
 Via Conference Call

Call to Order: Meeting was called to order at 7:03 pm by Chair, Allie Clark

Director Roll Call: A. Clark, R. Bull, T. Harkness, R. Husmann, L. Nelson, G. Willett

Directors Excused: R. Husmann

Directors Absent: T. Harkness

Members/Public Present: None

Approval of Agenda: Agenda was approved with no modifications.
 Willett/Nelson unanimous.

Secretary's Report/Approval of Board Meeting Minutes:

- Minutes from the August meeting were reviewed, the minutes were approved as revised.
 Bull/Willett unanimous.

Unfinished Business:

- Chamber of Commerce membership – further discussion postponed due to COVID
- Foresthill Christmas Basket program – further discussion postponed due to COVID
- Fundraising – Chamber of Commerce Car Show - further discussion postponed due to COVID
- Sign at Foresthill Rd. and Lincoln Way – no update **ACTION Robyn – ask PCWA for update**
- Review of action items from August –All action items from August are complete or in progress.
 - Submit signatory information for Garden lease – Allie
 - Assemble exploratory Bioenergy Task Force – Gary/Robyn
 - Gather status from PCWA on Foresthill Sign at FH Rd - Robyn

New Business: None

Standing Committees and Special Task Forces:

- Management Task Force/Executive Committee –Allie provided an update on Executive matters; the 2021 dates submitted to the Memorial Hall were approved, including our regular board meeting and the Art Show Event. **ACTION – Allie to email board list of approved dates.** The Community Garden lease transfer status is near completion; Allie received an email with the Garden lease signed by all parties FCDC, FROG, and the County. Allie will email Ferrin to verify if the lease has now officially been transferred. Once confirmed we will take action regarding the insurance and Garden funds. **ACTION - Allie**
- Community Garden Task Force –No Garden representative in attendance; no report.
- Membership/Recruiting Committee – No report
- Foresthill Trails Alliance – No report
- Bioenergy Task Force –Gary provided an update that the committee had the list of potential members, but had not made contact yet. The capacity planning survey provided by the Sierra

Institute has been submitted. He informed the board that he is waiting for a contact from Hilary (Sierra Institute) for the bioenergy plant in Camptonville, CA. **Continued ACTION - Gary and Robyn will work to assemble an official Task Force group.**

- Foresthill Art Show – Rocky provided an update on the art show, the latest committee meeting’s action items were sent out by email. Laura and Stephanie are gathering raffle prizes, and Rocky is gathering online artist contacts who are putting together classes and demonstrations for the art show. Rocky plans to do an artist showcase in each edition of the Foresthill Messenger leading up to the art show which will advertise the show including mention of the FCDC and our website. Stephanie is also preparing contingency plans for COVID-19 protocol if needed by the art show in May 2021.
- Website Analytics – Gary provided Website and Facebook analytics to the board. Included in the minutes.

Treasurer's Report:

The financial reports for August were reviewed. No activity beyond Amazon Smile contribution. Treasurer’s report was approved unanimously (Willett/Bull) and is included in the minutes.

Public Comment:

- None

Board Comment:

- Allie reported on a request of the FCDC to support the addition of electrical outlets to the food vendor pads at the park. Robyn received a request from Sherry Wicks to the FCDC to discuss and consider a letter supporting the outlets be added. Laura discussed how this has impacted events in the park in previous years and how our experience may be valuable in relaying. Gary requested that more information be provided before a decision could be made. He would check with the Park subcommittee to gather more information on why this item had been removed from their agenda and where the item truly stood. He will report back via email to the board.
- Rocky asked if the FCDC would be participating in a Halloween event in town this year. The board agreed that they would not be participating in an event due to COVID-19 and wouldn’t want to support any unofficial gatherings or events held.

Adjournment

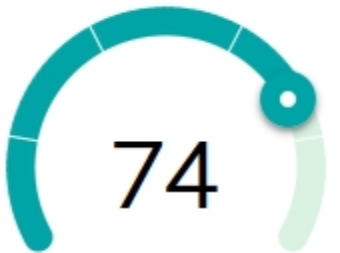
- Nelson/Willett; unanimous. The meeting adjourned at 7:55 p.m. Next regular meeting is scheduled for October 19, 2020 at 7:00 p.m. location TBD.

Summary of Action Items 9/21/20:

Task	Responsible Party(ies)	Action/ Discussion Required
Foresthill Sign FH Rd	Robyn	Status from PCWA
Garden Lease Update	Allie	Email Ferrin to confirm lease status
Bioenergy Task Force	Gary/Robyn	Assemble exploratory committee
Memorial Hall Dates	Allie	Email board list of approved Memorial Hall dates

Respectively submitted by,
Allie Clark for Robyn Husmann – FCDC Secretary.

Additional Info			
Board of Directors	Membership	Exp 1/31/21	Allie Clark - Chair
	Membership	Exp 1/31/21	Laura Nelson – Treasurer
	Membership	Exp 1/31/21	Robyn Husmann – Secretary
	Membership	Exp 1/31/21	Gary Willett – Vice Chair
	Organizational	Exp 1/31/21	Tyler Harkness
	Membership	Exp 11/18/20	Rocky Bull
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
	Organizational	Unfilled	
Executive Board			Allie, Gary, Laura, Robyn



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September 2 - September 29



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September 2 - September 29

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September 2 - September 29



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September 2 - September 29

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Page Likes ▲17%



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September 2 - September 29

40

People Reached ▲54%



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September 2 - September 29

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September 2 - September 29



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Post Engagement i

September 2 - September 29

4

Post Engagement ▲0%



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September 2 - September 29



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