

MVVCSO Board Special Meeting Minutes, 9/01/2025

Organization: Montezuma Valley Volunteer Community Service Organization (MVVCSO)

Meeting Type: Special Meeting

Date: Monday, September 1st, 2025

Time: 7:00-8:00 PM

Location: Community Lot

Facilitator: Erick Tronboll, President

Note Taker: Jamie Beals Ketelsen, Secretary

1. Call to Order

- **Time Meeting Called to Order: 7:00PM**
- **Presiding Officer:** Erick Tronboll, President

2. Roll Call

- **Board Members Present:**
 - Jim Allen, VP
 - Colleen James, Treasurer
 - Patty Miller, Board Member
 - Kristi Bruner, Board Member
 - Gabby Ohmert, Board Member
- **Guests/Staff Present:**
 - Dan Solis, Nick Ketelsen, Bob Erwin, Michele Erwin, Debbie Zittle, Charlie Zittle, Dennis Payne, Cam Steward, Brandon Gonzales, Gary Miller
- **Quorum Established:** (Yes/No) YES

3. Mission Moment

- Thanks were expressed to the Voting Members for trusting and supporting the Interim Board through the ratification and services expansion process.

4. Consent Agenda

- **Approval of Previous Meeting Minutes:** August 23rd, 2025
 - Jamie Motions to approve, Kristi Seconds
 - Vote - 7-0-0

- **Routine Reports:**
 - Committee Reports
 - Ethics Committee - TABLED

5. Financial Report

- **Treasurer's Report:**
 - General Account : \$37832.45
 - 8/28 [walmart.com](https://www.walmart.com) for plastic bags and latex gloves for SDFB distribution : \$54.71
 - 8/19 [godaddy.com](https://www.godaddy.com) \$26.98
 - 7/16 post office for new lock keys \$50
 - 7/22 paypal to cover fees \$100
 - 7/23 [godaddy.com](https://www.godaddy.com) \$26.98
 - DONATIONS : \$120
 - CD Account : \$11,879
 - \$95.15 in interest has accrued, the CD matures 10/11/2025

- **Forensic Accounting Update: TABLED**

6. Old Business

- **Discuss Actions Items:**
 - **Tovella/Dowling Next Steps:** A letter was sent to the attorney who issued the cease and desist letters, but it has been ignored, as have multiple calls to the attorney and a certified letter that was also sent. This matter is still actively being worked on by the attorneys representing the MVVCSO.
 - *Decision:* n/a
 - *Vote:* n/a

7. New Business

- **Item: Voting member applications**
 - *Discussion :* Charlie Zittle has submitted an application to become a voting member
 - *Vote:* 6-0-1
- **Item: San Diego Food Bank Distribution Tuesday, Sept 2, 2025**
 - *Discussion :* Our upcoming inaugural San Diego Food Bank distribution is Tuesday, September 2nd at the community lot beginning at 5 PM. Community input is integral to this effort, we need to encourage the community to provide feedback about what they would like to see most at these distributions and request any other feedback they may have
 - *Decision:* n/a

- *Vote:* n/a

- **Item: Board Election**

- *Discussion :* The election for the board is complete, the votes were counted at the meeting by Erick Tronboll and each person on the ballot was elected. The elected board will be seated beginning September 15th, 2025

- **Item: Amendment to the bylaws to allow Emeritus Board members at future meetings**

- *Discussion :* This amendment passed the ballot 44-2

- **Item: Historical Fund Ballot Item**

- *Discussion :* The Historical Fund decision is to allow the funds to stay with the MVMCSO, a committee will be formed under the MVMCSO by the elected board. The vote was 35-1-1, with one vote mismarked. Most important items for the Historical Committee will be : collecting and preserving historically significant items, researching and preserving indigenous and pioneer roots, veteran history

- **Item: Committees and grants**

- *Discussion :* Erick will continue to help the MVMCSO with grants. Committees will be formed to support board efforts, including Historical committee, grant committee and etc
- *Decision:* n/a
- *Vote:* n/a

- **Item: Land Use Attorney for the El Toso issue**

- *Discussion :* Discussion ensued that the lack of access on El Toso Road may be a community issue since that road has historically been used in fire situations and when other roads are impassable. The board will consider helping with a Land Use Attorney to see how this can be legally resolved
- *Decision:* n/a
- *Vote:* n/a

- **Events at the lot and compliance**

- *Discussion :* Based on a careful review of the provided County of San Diego Compliance Notice, the key focus is on unpermitted "temporary community events" advertised on public platforms, such as the "Kids Day Extravaganza" and the rummage sale. These are classified under zoning

violations related to outdoor entertainment, circuses/carnivals, participant sports/recreation, and accessory uses not aligned with the property's primary agricultural zoning (A70 Limited Agricultural). The notice mandates ceasing non-food bank events, including garage sales, rummage sales, vendor events, and "any other event types" without established primary use, while explicitly exempting food bank operations (under SDCZO Section 1006.B).

The letter does not appear to broadly prohibit official organizational meetings like those for MVVCSO. The letter targets public, advertised gatherings involving entertainment, sales, vendors, or similar activities that exceed zoning allowances for temporary events. It emphasizes events requiring a Community Event Permit if they last longer than 4 hours or involve certain elements. Our election meeting—no food, limited to voting members only—does not match the violation examples and seems more akin to internal business operations rather than a "community event."

The property's principal use allows essential services and accessory activities. MVVCSO's bylaws designate this location as the principal office for business transactions, which should encompass governance meetings as an accessory use under Section 6152 (where accessory activities must support the primary use). Small, non-public meetings are not explicitly restricted in the notice.

Based on the letter, we should be able to proceed, as it does not seem to fall under the prohibited categories.

Key factors supporting this assumption include:

Attendance limited to voting members: This makes it a closed organizational activity, not a public event open to the general community. Voting members suggest a targeted group that is small in scale.

- **We will have a sign in sheet to ensure each attendee is a voting member**

The absence of food aligns with avoiding food bank exemptions or temporary food facility requirements. No sales, entertainment, or other commercial aspects means it doesn't trigger the circus/carnival or vendor-related codes cited.

Since the meeting is under 4 hours, it avoids CEP requirements entirely. Even if longer, it lacks the public sponsorship and scale that define a CEP-eligible event (like festivals or markets with 2,000+ attendees).

The letter's corrective action is specific to the advertised violations and does not mention or restrict internal nonprofit governance activities. MVVCSO's mission (community service) implies such meetings are core to operations, potentially accessory to allowed uses like essential services.

- **Item: Discussion of permit types applicable to CSO functions beyond food distributions**

- *Discussion* : Nick Ketelsen will get the correct documents to the county and work on primary use for the community lot. The official address for the lot is now 37342 Montezuma Valley Road

- *Decision:* (Motion details, if any)
- *Vote:* (e.g., Passed unanimously, 5-2-0)

9. Action Items Recap

Action Item	Responsible Party	Due Date	Status
Monitor progress of forensic accounting report and review findings upon completion	Board	TBD	In Progress
Follow up with potential Ethics Committee members and confirm participation	Colleen James	Next Meeting	In Progress
SDFB Training	Jim Allen	ASAP	ASAP
Develop plan for first three in-person food pickups, including volunteer assignments	Jamie Ketelsen & Kristi Bruner	Next Meeting	COMPLETE
Identify and propose Vice Secretary candidate	Board	Next Meeting	In Progress
Get proposal for document shredding	TBD	Elected Board	Pending
Continue County permit process for plot plan	Nick Ketelsen	In Progress	In Progress
Consult Tovella/Dowling to find Land Use Attorney for El Tesoro Access	Erick Tronboll	In Progress	In Progress

10. Announcements

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11. Next Meeting

- **Date:** TBD: before Sept 15
- **Time:**
- **Location:** (If known)

12. Adjournment

- **Time Meeting Adjourned:** 7:33PM, Erick motioned to adjourn, Jim seconds. 7-0-0