



PO Box 3
 Whiskeytown, CA 96095
 530.945.6585

WES COMMUNITY
*An independent non-profit dedicated to
 supporting outdoor education at
 Whiskeytown Environmental School*

Meeting Notes
 WES Community Board
 Monday, October 23rd 2017, 6:00 to 7:30pm
 at Shasta YMCA

Present: Melinda Kashuba, Edward Meyer, Kathy Hill, Stan Bridges

Not Present: Board Members meeting only, no Liaisons present.

	Discussion	Action Items
Enjoy food/ Call to order/Make Introductions	Meeting was called to order at 6:05pm	
Approve Minutes/Agenda additions and changes	Melinda made a motion to pass the September minutes, Kathy seconded. Motion passed.	
Treasurer's Report	\$5,152.78 is current balance.	
Ongoing Business		
SCOE Update	Board Members meeting only, no Liaisons present.	
WNRA Update	Board Members meeting only, no Liaisons present.	
Officer Elections	<u>Secretary:</u> Ted Meyer will retain the position of Secretary and management of the website, Facebook, and Twitter accounts to the list of responsibilities. <u>Treasurer:</u> Kathy Hill will retain the position of Treasurer. <u>President:</u> Melinda Kashuba will retain the position of President. <u>Vice President:</u> Stan Bridges will retain the position of Vice President and take on	

Board of Directors

Stan Bridges Kathy Hill Melinda Kashuba, PhD
 Edward Meyer

WES Liaisons - Cassie Simons
SCOE Liaison – Nathan Fairchild **WNRA Liaison** – Ellen Petrick
Special Projects - David Huscher

	the role of WES Wish List Coordinator to act as Point of Contact for Wish List issues.																																																																																																																									
Budget Planning for 2018	<p>Wide ranging discussion of general budgetary topics and forecasting for next year. Below is a copy of a proposed draft budget worked up by Melinda.</p> <div style="text-align: center;"> <p>DRAFT Budget Jan 1, 2018 – Dec 31, 2018</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="width: 70%;"></th> <th style="text-align: right;">Budgeted</th> <th style="width: 10%;"></th> <th style="text-align: right;">Actual</th> </tr> </thead> <tbody> <tr> <td>Bank Balance: Jan 1, 2018 (minus Chevron Grant)</td> <td style="text-align: right;">est.\$5,000.00</td> <td></td> <td></td> </tr> <tr> <td>Estimated Grants</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Estimated Donations, 2018</td> <td style="text-align: right;">\$1,000.00</td> <td></td> <td></td> </tr> <tr> <td>Fund Raising</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Raffle Income</td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">\$6,000.00</td> <td></td> <td></td> </tr> <tr> <td colspan="4"> Spending, by category</td> </tr> <tr> <td colspan="4">Administration</td> </tr> <tr> <td>PO Box Rental</td> <td style="text-align: right;">\$112.00</td> <td></td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Mailing, Fed Ex?</td> <td style="text-align: right;">\$460.00</td> <td></td> <td style="text-align: right;">\$</td> </tr> <tr> <td colspan="4">Projects, WES Camp</td> </tr> <tr> <td>Project A</td> <td style="text-align: right;">\$ 500.00</td> <td></td> <td style="text-align: right;">\$</td> </tr> <tr> <td colspan="4">Donations, WES Camp</td> </tr> <tr> <td></td> <td style="text-align: right;">\$1,000.00</td> <td></td> <td></td> </tr> <tr> <td colspan="4">Marketing</td> </tr> <tr> <td>Brochures, Printing</td> <td style="text-align: right;">\$250.00</td> <td></td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Website Creation/Maintenance</td> <td style="text-align: right;">\$1,500.00?</td> <td></td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Website hosting</td> <td style="text-align: right;">\$200.00</td> <td></td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Project City Connect?</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Whole Earth & Watershed Festival</td> <td style="text-align: right;">\$40.00</td> <td></td> <td></td> </tr> <tr> <td>50th Anniversary Celebration</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4">Fundraising</td> </tr> <tr> <td>Raffle expenses</td> <td style="text-align: right;">\$100.00?</td> <td></td> <td></td> </tr> <tr> <td colspan="4">Honorariums</td> </tr> <tr> <td>Prizes, 3 Top Fundraising Schools</td> <td style="text-align: right;">\$720.00?</td> <td></td> <td></td> </tr> <tr> <td colspan="4"> TOTAL, Expenses</td> </tr> <tr> <td></td> <td style="text-align: right;">\$4,882.00</td> <td></td> <td></td> </tr> <tr> <td colspan="4">TOTAL, Dec 31, 2018</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">\$</td> </tr> </tbody> </table> </div>		Budgeted		Actual	Bank Balance: Jan 1, 2018 (minus Chevron Grant)	est.\$5,000.00			Estimated Grants				Estimated Donations, 2018	\$1,000.00			Fund Raising				Raffle Income				TOTAL	\$6,000.00			 Spending, by category				Administration				PO Box Rental	\$112.00		\$	Mailing, Fed Ex?	\$460.00		\$	Projects, WES Camp				Project A	\$ 500.00		\$	Donations, WES Camp					\$1,000.00			Marketing				Brochures, Printing	\$250.00		\$	Website Creation/Maintenance	\$1,500.00?		\$	Website hosting	\$200.00		\$	Project City Connect?				Whole Earth & Watershed Festival	\$40.00			50 th Anniversary Celebration				Fundraising				Raffle expenses	\$100.00?			Honorariums				Prizes, 3 Top Fundraising Schools	\$720.00?			 TOTAL, Expenses					\$4,882.00			TOTAL, Dec 31, 2018							\$	
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Giving Tuesday	<p>WES Community's Mission Statement will be part of the Online Giving Tuesday Profile. Kathy has been working on the profile and it will go live on around 10/30/17. A few small changes were made to the Mission statement to tailor it to the Giving Tuesday site. See below.</p> <p><i>The WES Community supports the educational goals, the natural sciences, and outdoor recreation opportunities at Whiskeytown Environmental School.</i></p> <p><i>WES Community contributes to the schools mission by advocating and linking with the community, businesses and public agencies through fundraising and donations</i></p> <p>Melinda passed out a wealth of info regarding getting the word out about our involvement in NSGT. Will begin to share the info via social media.</p>	
Quilt Raffle	<p>Discussion of how to manage the raffle despite the numerous challenges posed. Kathy learned that it is against the Law in California to do online auctions so we will not be able to utilize Raffle Ready. As a result Kathy will be looking into other strategies to get the quilt out in the community to be raffled. Thinking about trying to partner with a local quilt shop to display the quilt and sell tickets.</p>	
Friends Agreement with NPS	<p>Glendee Ane Osborne, NPS Cultural Manager, has finished the report regarding the status of the historic local significance of the buildings and property of the campus.</p> <p>Melinda has been in communication with Jennifer Gibson regarding the nuts and bolts of a Friends Agreement with the NPS. Jennifer is talking to an Agreements Staffer at the Regional level about the agreement that we would best fit into. Seems like the most natural fit is that WES Community would act as a fundraiser intermediary for the various agencies and partners, SCOE, NPS, etc.... that share an interest in WES and its programs and facilities. Agreement with the NPS can be fairly simple consisting of a letter agreement. Melinda plans to meet with Jennifer to discuss more details in the coming weeks. NPS understands the importance of WES programs as it provides them with a great opportunity to have exposure to educating children.</p>	
Facebook/Twitter/Website	<p>Discussion about seeking to create a more clear vision about what the content and look the website should have in 2018.</p> <p>Edward will share the Google login for WES Community with other board members so that all will have access to Drive and various other Google platforms.</p>	
Future Business		
Meeting Dates for 2018	1/22; 2/26; 3/26; 4/23; 5/21*; 6/25; 7/23; 8/27; 9/24; 10/22; and 12/3*	
Volunteer Group Organized		
50 th Anniversary Planning Committee	Whatever group determines to take the lead will be responsible for insurance.	
Grant Calendar	Melinda is getting a Grant Calendar formulated and filled out and has asked that anyone who has info on grants send it over to her and she will input it into the calendar.	

Meeting Adjourned	Adjourned at 8:00PM	
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Next meeting at Shasta YMCA: 6:00pm December 4, 2017
or the 4th Monday of each Month