

WES Community Board Meeting Notes

Monday, January 24, 2022

6:00 PM to 7:30 PM

Present: Melinda Kashuba, Kathy Hill, Francesca Huntsman, Cassie Simons, Josh Hoines, Tyler Compton, Tammy Reynolds, Ellen Petrick

Absent: Nate Fairchild

1. Meeting called to order at 6:02 PM

2. No visitors were present.

3. Approval of minutes from last meeting were deferred to the February Board meeting because they were not available.

4. Liaison Reports:

Josh Hoines, NPS – James Goodman, volunteer community coordinator, has joined NPS. Seasonal hiring is ongoing but a decided lack of applicants. NPS is re-advertising. Josh is working on recasting WESC rebuild plan in terms of a business case with phased rebuild to gain support from the Regional Infrastructure Review Boards. The Regional NPS presentation will take place in February.

Nate Fairchild (absent), SCOE, He transmitted a written report that Melinda read. Nate expects every week this spring between April and May to have field trips filled. A review of the fall field trip season will take place on Feb. 7 with his staff to determine needs for the spring including physical site, lessons, supplies, schedules and other items. He reports that they have received additional funds for supplies in the spring. Repairs are being made to the staff room at WES including shelving for better access. The California Dept of Education grant through CREEC is moving along nicely. He acknowledges the support of WESC and specifically Ellen, Tyler, and Melinda. He announced that there will not be a summer program in 2022 for lack of leadership. He foresees 2023 as a stronger possibility for the return of summer programming at WES.

Tammy Reynolds, FOW – Three major events planned for the year. “Diamonds in the Rough,” a silent auction and dinner fundraiser to take place in April. Location TBA. A float for the Redding Rodeo parade has been proposed. This October another beer will be launched to support trail work at Whiskeytown NRA.

5. Treasurer’s Report – Kathy Hill. Sales tax report sent to the state. Justine (bookkeeper) and Kathy have entered all of WESC’s financial transactions and donations through July 2021. It was suggested that we could eventually develop a “Back to School” fundraiser in partnership with Target or Walmart to gather change at the register as a donation to WESC. We are currently at about \$23,000 with \$7,000 representing restricted funds for scholarships/tuition from three donors (\$3,000, \$2,000, and \$2,000). These figures do not reflect money held in the dedicated rebuild investment fund. That account is separate.

6. Old Business –

a. Capital Campaign Consultant – Introduction of Jennifer Perrow of Jennifer Perrow Consulting, LLC to be our Phase 2 Capital Campaign consultant. Gordon Flinn will continue to work on specific meetings and issues month-to-month.

b. 2022 Budget – In process, awaiting figures from 2021.

7. New Business –

a. NPS Annual Plan – Melinda to work with Anna Schrenk as need to update our Work Plan

b. Grand Oaks School Outreach – Kathy Hill discussed with a teacher the needs of classes wanting to attend day programs at WES. Do they need busses? Tuition support? Chaperons? Kathy suggested that we need a volunteer to serve as a “teacher liaison” to discuss specific school needs to attend WES.

c. Review Bylaws to add “At-Large Member” as a director – Melinda will draft a brief paragraph that allows the Board to appoint “At-Large Directors” tasked with a specific project or function.

d. Francesca discussed Little Green Light, the donor tracking and contact management program we obtained from Tech Soup last year. She also mentioned that the program integrates with Wealth Engine but its subscription appears to be \$1,000-\$2,000 per month or about \$20,000 per year. Suitable for really large databases but difficult to support for smaller nonprofits such as WESC.

Meeting ended at 7:30 PM. The meeting continued for another fifteen minutes as Kathy shared some of the 3-D images created from the Domokur plan by Nichols, Melburg & Rossetto.

Tasks:

- Melinda to transmit Executive Summary of the Feasibility Report (digitally) to Anna Schrenk to attach to the WESC-NPS Philanthropic Agreement.
- Melinda to receive from Josh an example Letter of Intent to use for Jacobs and Nichols, Melburg & Rossetto donated in-kind services.
- Francesca to complete uploading information on past donors into Little Green Light management program. She will meet with Kathryn Morgan, Jennifer’s assistant to discuss tips and trick on using Little Green Light including integration with Mail Chimp.
- Melinda to complete WESC operating budget for 2022.
- All: suggestions for a teacher liaison that could contact schools on WESC’s behalf and ascertain needs.