

**Piedras Blancas Light Station Association
Minutes from Board Meeting
Rabobank Conference Room, Cambria, CA
April 23, 2014**

Board Members in attendance: Jack Morehead (Chair), Tim Postiff (Vice Chair), Jim Harris (Secretary), Fred Apitz (Treasurer), David Cooper, Cathy Shusta, Harry Thorpe, and Jim Boucher (Ex-Officio).

Board Members absent: Carole Adams (Ex-Officio)

Others present: Ellen Stoner

Jack Morehead called the meeting to order at 6:00 p.m.

Announcements: None

Approval of the Agenda: Agenda was approved.

Reports:

1. Secretary Report - Jim Harris previously emailed a copy of the minutes of March 26, 2014 for review. *M/S/P Minutes of February 26, 2014 approved, with one correction for spelling of "Donavan" Marley under discussion item 3.*
2. Financial Status and Treasurer's Report – Fred Apitz distributed his report with the emailed agenda for this meeting (see Appendix A). *M/S/P Treasurer's Report of April 23, 2014 approved.*
3. Gift Shop Report – Discussion on organization and responsibility for operation of gift shop held. Jack stated that Cathy Shusta is taking the lead in the administration of the gift shop and for reports to the PBLSA board monthly. Cathy reported that Ellen Stoner will be assisting in the gift shop operation, and also thanked her for attending tonight's meeting. Cathy stated that she is working on a format for the monthly gift shop report. Holly and Jodie Nelson will provide operational support, and they are the contact persons if there are problems or questions on the gift shop operations. Holly reported that she is preparing a training manual for the operation of the gift shop using the new iPad accounting system. Fred inquired about selling the manual cash register and associated equipment, and Cathy and Ellen supported this recommendation. Jack directed that selling the old equipment should be delayed until everyone is comfortable with the new system, then remove it. Jack on behalf of the PBLSA board thanked Fred for his efforts to improve the gift shop operation with the new accounting system.
4. BLM Update – Jim Boucher presented the April 23, 2014 BLM report that was previously presented with the agenda for the meeting (see Appendix B). Discussion followed on the issue of BLM support of maintenance for the PBONA. Jack asked that board members review the two draft letters that addressed this issue, and that Jim Harris would provide a copy of each of the letters to the board members. Some of the points to be raised in this communication for BLM support of PBONA are: increased funding for maintenance, steps to move to the next level of public access, and resources for study for access/egress for the PBONA. Harry Thorpe brought to the attention of everyone a copy of the BLM Piedras Blancas Light Station Restoration & Management Priorities 2009-2013 for reference. Discussion will continue at the next PBLSA board meeting.
5. Website Development – Holly Gant reported that a restoration page has been added to the website and that it contains an opportunity to donate for the restoration. Discussion followed on including on the website the short video produced by a friend of David Cooper; the video has views of the light station produced by a flying drone. It was the consensus that after David receives permission from his friend that Holly provide access for the short video on the website for the public to view.
6. PBLSA Events – No formal report due to Carole's absence, but it was stated that in the future Abel Martinez will be taking the lead for the PBLSA event activity in lieu of Carole Adams.
7. Grants/Development – Holly reported that the Patagonia proposal for \$17,530 to support the construction of the initial segment of the California Coastal Trail has been submitted, and the response is expected back in August. Jim Boucher reported that he responded to a request for information on the wetlands restoration support grant (expected to be available in July).
8. Membership – Tim Postiff stated Holly is preparing a PBLSA membership spreadsheet to summarize its status on a monthly basis.

Old Business:

None.

New Business:

In response to a request from Tim Postiff for an updated presentation platform to support tours at the light station, David Cooper offered to donate the Apple laptop that he no longer uses if it will support the request. If the donated laptop does not work satisfactorily, then Fred is authorized to purchase a new computer to satisfy the requirements of the request.

Discussion Items

None.

Jack Morehead adjourned the meeting at 7:30pm

Appendix A: Treasurer's Report 4/23/14 Fred Apitz

Treasurers Report Light Station Association Board meeting 4-23-14

1.) Operations Income:	last month	\$4,785.49	YTD	\$15,117.84
Profit:	last month	\$1,294.42	YTD	\$ 6,495.02
BLM Support: Income:	last month	\$0.00	YTD	\$ 0.00
Expense:	last month	\$5,482.96	YTD	\$29,144.79

2.) Investment Balance

Balances Over Time - (04/01/2013 - 3/31/2014)

Month	Beginning Bal	Market Chng	Div & Int	Deposits	Withdrawals	Ending Balance
Mar-14	\$554,304.94	\$1,044.76	\$1,129.20	\$7,200.00	\$600.00	\$563,078.90
Feb-14	\$544,717.09	\$8,742.26	\$845.59	\$27,500.00	\$27,500.00	\$554,304.94
Jan-14	\$541,179.34	\$3,454.31	\$992.06	\$6,000.00	\$0.00	\$544,717.09
Dec-13	\$537,722.33	\$1,612.39	\$1,844.62	\$0.00	\$0.00	\$541,179.34
Nov-13	\$535,882.97	\$1,250.05	\$961.66	\$73.55	\$445.90	\$537,722.23
Oct-13	\$526,308.64	\$8,442.12	\$1,132.21	\$0.00	\$0.00	\$535,882.97
Sep-13	\$630,368.92	\$7,732.75	\$1,206.97	\$20,410.41	\$133,410.41	\$526,308.64
Aug-13	\$637,110.52	\$7,774.88	\$1,033.28	\$0.00	\$0.00	\$630,368.92
Jul-13	\$631,251.93	\$4,721.89	\$1,136.70	\$0.00	\$0.00	\$637,110.52
Jun-13	\$641,911.45	\$11,676.43	\$1,016.91	\$0.00	\$0.00	\$631,251.93
May-13	\$650,373.20	\$9,684.42	\$1,222.67	\$0.00	\$0.00	\$641,911.45
Apr-13	\$618,552.29	\$4,859.56	\$1,883.56	\$25,877.79	\$800.00	\$650,373.20
Total		\$5,815.74	\$14,405.43	\$87,061.75	\$162,756.31	

The above referenced March Deposit in the amount of \$7,200 reflects the transfer of \$6,000.00 in excess funds from Rabobank to Fidelity and \$600.00 from Rabo to the Educational Outreach Account. The \$600 withdrawal and corresponding \$600 deposit reflects the transfer of this amount between Fidelity accounts.

3.) Statements

a) The new "Square" register for the gift shop has been installed. The necessary WiFi signal is now generated in the association office and is received and amplified in the gift shop. We hired a communications specialist to help us with the set-up, thus far it has performed flawlessly. We have not received an invoice for this service, however the total expenses for the switch, for routers, stand, register, printer and paper stands at \$873.20. Due to the delay we will not incur the projected \$500.00 cancellation charge, instead we will run out the 2 yr. contract on 6-30-2014.

Thanks Fred W. Apitz

Appendix B: BLM Update 4/23/14 Jim Boucher

BLM Update 4/23/14

Communication Tower Project –The CHP has installed the grounding loop system for the tower and communication shed. The emergency electrical power system is installed. Shoreline Engineering has completed design for antenna mounts and placement of cables from the tower to the communication shed. Estimated cost \$55,000-\$70,000.

Light Tower – The former contractors and a paint company representative will be on site in May to discuss the paint failure on the exterior of the lighthouse.

Fog Signal Bldg (FSB) – Shoreline Engineering is working on the details for the seismic upgrades needed for the brick walls and has requested to do some stress testing on the bricks and mortar.

CA Coastal Trail Segment- Environmental compliance continues. US Fish and Wildlife has completed their Biological Opinion and guidelines for preventing “take” of the endangered CA Red-legged Frog during trail construction.

Wetland Restoration- CEQA and NEPA compliance is continuing for the rehabilitation of the north wetland in preparation for the Environmental Enhancement Fund grant to be awarded 7/14.

Special Event – The BLM State Office is in agreement with having National Lighthouse Day, 8/9, as their requested “event” at Piedras.

Student Outreach –Baywood Elementary was on site April 11 and is the last scheduled school to participate in the Outreach Program. Other schools may still participate but will be required to pay for their expenses.

Additional Staffing – Two summer intern positions are being advertised at Cal Poly and Questa College. Interns are scheduled to be on site in June. Alex Covello will arrive on May 26 to assist with maintenance and operations.