

**Piedras Blancas Light Station Association
Minutes from Board Meeting
Rabobank Conference Room, Cambria, CA
May 28, 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).

Others present: Gabe Garcia (BLM-Bakersfield), John Skibinski (BLM-Bakersfield), Holly Gant (PBLSA Program Director), Jodie Nelson (PBLSA, BLM), Carole Adams, Deanna Richards.

Jack Morehead called the meeting to order at 6:07 p.m.

Announcements: Jack Morehead announced that this was his last board meeting due to his resignation previously emailed to board members. He stated that he is continuing to volunteer at the light station. It is also noted that Carole Adams has resigned as an ex-officio member of the board. Later, Jack recognized Deanna Richards, in attendance, as his predecessor chair of PBLSA.

Approval of the Agenda: Agenda was approved.

Reports:

1. Secretary Report - Jim Harris previously emailed a copy of the minutes of April 23, 2014 for review. *M/S/P Minutes of April 23, 2014 approved.*
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 May 28, 2014 approved.*
3. Gift Shop Report – Cathy Shusta presented three proposed gift shop documents for monthly reports for comments from the board (see Appendix B). Discussion followed. Cathy is going to consider the comments and bring forth a gift shop report for the next meeting. Thanks and appreciation was extended to Carole Adams for her leadership and contributions to the gift shop administration over the last two years.
4. BLM Update – Jim Boucher presented the May 28, 2014 BLM report that was previously presented with the agenda for the meeting (see Appendix C). Discussion followed. For the special event on National Lighthouse Day on August 8, PBLSA is to support the event and provide refreshments, and Carole Adams will organize the volunteers for the event. Jim Boucher noted that so far there is only support for one 12-week intern this summer, and that at least two are needed to support the increase in tours this summer. Effort will be extended to add the second intern. Discussion followed. *M/S/P In order to expedite the hiring of the second summer intern, the PBLSA will support any financial obligation, and encourages the BLM Bakersfield office to expedite and to assist in the hiring of the second 12-week summer intern.* Jim Boucher noted that the letter from the PBLSA was reviewed and that the three points identified are recognized. Gabe Garcia said the letter was positive, and that he planned to have a third position (may not be permanent yet) by July for the light station. Gabe and John Skibinski commented that fire is the big concern of the BLM now, but they plan to set up a meeting between the state director and the PBLSA board to discuss the letter. Jack Morehead on behalf of the board thanked them and expressed appreciation for their support.
5. Website Development – Holly Gant reported that she has put the drone video on the website, and that the board members list has been updated to reflect the addition of Cathy Shusta and the resignation of Jack Morehead and Carole Adams. Positive discussion was held about the recent annual Certificate of Excellence from TripAdvisor.
6. PBLSA Events – Jack Morehead stated that Holly Gant will provide the lead for any future events, and will report monthly; Jack thanked Holly for accepting this new responsibility.
7. Grants/Development – Jim Boucher reported that he responded to a request announcement from NOAA for proposals for big concept projects on the coast, and that he included "everything" in the response for potential support, including restoration of the light station tower. Harry Thorpe stated that he talked to the folks at the Pt. Sur Lightstation about funding possibilities for Piedras Blancas, and they suggested the State Parks Foundation, and the State Parks and Recreation for possible year-end funds they might have.

8. Membership – Tim Postiff stated they are going to send the restoration brochure along with the membership renewal letter; this initiative was given strong support by the board.

Old Business:

1. Update on Ingress/Egress/Parking Plans – Fred Apitz distributed copies of the Trailhead and Visitor Parking Facility Proposal identified in Appendix D. Jack thanked Fred for all his work on the proposal, and then Fred discussed the contents. Jim Boucher stated that Caltrans has regulatory authority for the viewshed from Highway 1, and that the concern is that the parking lot not be seen. He suggested that the existing entrance be widened and relocated as required to provide access to the proposed parking lot – this plan would remove concerns over the wetlands, sand dunes and archeology approval risks for the proposed ingress old road. He mentioned that Nick Franco supports the proposal if Caltrans does. John Skibinski noted the use of wooden planks over the dunes in the past as a way to answer environmental and archeological concerns. Gabe Garcia stated that a similar project occurred at Ft. Ord and that the BLM used the Federal Highway Administration to mediate their successful conclusion with Caltrans, and he will call them to get us assistance, and report back to PBLSA. Jim Boucher stated that there are presently about 7500 visitors per year, and that the parking proposal will take the light station to the next level of public access. Discussion followed. Jack Morehead recommended that Fred add the alternate two-way road access that Jim Boucher proposed to the document proposal, and after hearing back from Gabe, that he pursue the proposal implementation. John Skibinski suggested that a copy of the augmented proposal be sent to the BLM state director.

New Business:

1. Jack Morehead thanked the board members for their support, and stated that he had an enjoyable time as their chair. Tim Postiff as vice-chair then assumed the duties of chair. Tim stated that he will send out an email soliciting the names of people who are interested in being chair, with the intent that there would be an election of a new chair at the next meeting. Jim Boucher commented that he first met Jack when Jack was Superintendent of Yosemite National Park, and Jim was just out of college and transferred there from the Grand Canyon. He stated that he heard that Jack was retired and living in Morro Bay, and the rest is history for his involvement at Piedras Blancas. Carole Adams stated that having Jack as chair of PBLSA essentially saved the association, given its previous situation (which she stated didn't involve the tenure of Deanna as chair). Tim then presented Jack with two gifts from the Association: a clock that Jack had admired, which was crafted by Sharkey Warrick, and a deck prism with a base made by Will Dallons. Both were made using redwood from the light station. Jim Boucher stated that a donation brick is to be given later that will be inscribed with his name and tenure as chair of the PBLSA, with the idea this will become a tradition for the chairs. A standing ovation was given to Jack in appreciation for his leadership.

Tim Postiff adjourned the meeting at 7:40pm

Appendix A: Treasurer's Report 5/28/14 Fred Apitz

Treasurers Report Light Station Association Board meeting 5-28-14

| | | | | |
|-------------------------------|-----------------|-------------|------|--------------|
| 1.) Operations Income: | last month | \$5,207.19 | YTD | \$20,325.03 |
| Profit: | last month | \$2,925.55 | YTD | \$9,420.57 |
| BLM Support Expense: | last month | \$4,23.89 | YTD | \$33,272.37 |
| ASAP : | transfer to HOB | \$20,000.00 | Bal. | \$130,232.00 |

2.) Investment Balance

Balances Over Time - (05/01/2013 - 4/31/2014)

| Month | Beginning Bal | Market Chng | Div & Int | Deposits | Withdrawals | Ending Balance |
|--------------|---------------|-------------------|--------------------|--------------------|---------------------|----------------|
| Apr-14 | \$563,078.90 | \$3,490.76 | \$1,187.83 | \$0.00 | \$0.00 | \$567,757.49 |
| 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 | \$8,44 2.12 | \$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 |
| Total | | \$4,446.94 | \$13,709.70 | \$61,183.96 | \$161,956.31 | |

Thanks Fred W. Apitz

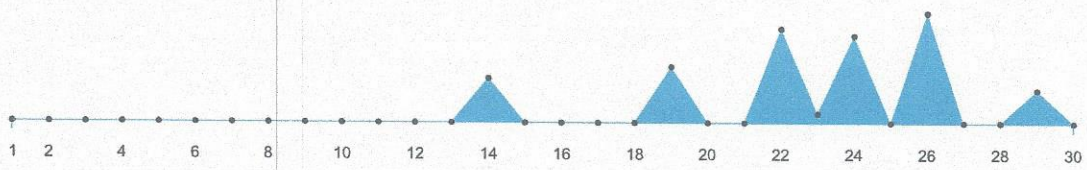
| Itemized Categories - Year To Date | | | | | | | |
|------------------------------------|------------------|----------------|-----|------------------|------|-----|------------------|
| 1/1/2014 through 5/24/2014 | | | | | | | |
| 5/24/2014 | Date | Account | Num | Description | Memo | Tag | Amount |
| | INCOME | | | | | | 12,255.19 |
| | Income | | | | | | 12,255.19 |
| | Gift Shop Income | | | | | | 12,255.19 |
| | 1/2/2014 | Rabobank Ch... | | Credit Card R... | | R | 124.00 |
| | 1/4/2014 | Rabobank Ch... | DEP | S | | R | 20.00 |
| | 1/4/2014 | Rabobank Ch... | | Credit Card R... | | R | 49.00 |
| | 1/7/2014 | Rabobank Ch... | | Credit Card R... | | R | 154.50 |
| | 1/10/2014 | Rabobank Ch... | DEP | | | R | 180.00 |
| | 1/11/2014 | Rabobank Ch... | | Credit Card R... | | R | 22.00 |
| | 1/14/2014 | Rabobank Ch... | | Credit Card R... | | R | 32.50 |
| | 1/18/2014 | Rabobank Ch... | | Credit Card R... | | R | 44.00 |
| | 1/22/2014 | Rabobank Ch... | DEP | S | | R | 498.00 |
| | 1/23/2014 | Rabobank Ch... | | Credit Card R... | | R | 106.50 |
| | 1/25/2014 | Rabobank Ch... | | Credit Card R... | | R | 96.50 |
| | 1/27/2014 | Rabobank Ch... | DEP | S | | R | 221.50 |
| | 1/28/2014 | Rabobank Ch... | | Credit Card R... | | R | 44.50 |
| | 1/30/2014 | Rabobank Ch... | | Credit Card R... | | R | 52.00 |
| | 1/31/2014 | Rabobank Ch... | DEP | S | | R | 207.50 |
| | 2/1/2014 | Rabobank Ch... | | Credit Card R... | | R | 194.50 |
| | 2/4/2014 | Rabobank Ch... | | Credit Card R... | | R | 31.00 |
| | 2/6/2014 | Rabobank Ch... | | Credit Card R... | | R | 39.00 |
| | 2/8/2014 | Rabobank Ch... | | Credit Card R... | | R | 48.00 |
| | 2/11/2014 | Rabobank Ch... | | Credit Card R... | | R | 115.50 |
| | 2/13/2014 | Rabobank Ch... | | Credit Card R... | | R | 52.00 |
| | 2/15/2014 | Rabobank Ch... | | Credit Card R... | | R | 515.00 |
| | 2/18/2014 | Rabobank Ch... | DEP | S | | R | 988.50 |
| | 2/18/2014 | Rabobank Ch... | | Credit Card R... | | R | 114.00 |
| | 2/20/2014 | Rabobank Ch... | | Credit Card R... | | R | 351.00 |
| | 2/22/2014 | Rabobank Ch... | | Credit Card R... | | R | 208.50 |
| | 2/25/2014 | Rabobank Ch... | | Credit Card R... | | R | 117.50 |
| | 2/27/2014 | Rabobank Ch... | | Credit Card R... | | R | 172.00 |
| | 2/27/2014 | Rabobank Ch... | DEP | S | | R | 316.00 |
| | 3/1/2014 | Rabobank Ch... | | Credit Card R... | | R | 16.00 |
| | 3/6/2014 | Rabobank Ch... | | Credit Card R... | | R | 464.00 |
| | 3/8/2014 | Rabobank Ch... | | Credit Card R... | | R | 18.00 |
| | 3/9/2014 | Rabobank Ch... | DEP | S | | R | 294.50 |
| | 3/10/2014 | Rabobank Ch... | | Credit Card R... | | R | 47.00 |
| | 3/11/2014 | Rabobank Ch... | | Credit Card R... | | R | 94.50 |
| | 3/13/2014 | Rabobank Ch... | | Credit Card R... | | R | 136.00 |
| | 3/15/2014 | Rabobank Ch... | | Credit Card R... | | R | 100.00 |
| | 3/18/2014 | Rabobank Ch... | | Credit Card R... | | R | 178.00 |
| | 3/20/2014 | Rabobank Ch... | | Credit Card R... | | R | 27.00 |
| | 3/22/2014 | Rabobank Ch... | | Credit Card R... | | R | 204.00 |
| | 3/25/2014 | Rabobank Ch... | | Credit Card R... | | R | 10.00 |
| | 3/26/2014 | Rabobank Ch... | | Credit Card R... | | R | 158.00 |
| | 3/27/2014 | Rabobank Ch... | DEP | | | R | 767.50 |
| | 3/27/2014 | Rabobank Ch... | | Credit Card R... | | R | 240.00 |
| | 3/29/2014 | Rabobank Ch... | | Credit Card R... | | R | 66.00 |

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| Clir | Amount | Page |
|------|--------|------|
| R | 251.50 | |
| R | 28.00 | |
| R | 87.50 | |
| R | 89.50 | |
| R | 366.00 | |
| R | 142.00 | |
| R | 115.00 | |
| R | 127.00 | |
| R | 293.50 | |
| R | 588.50 | |
| R | 129.00 | |
| R | 135.00 | |
| R | 317.50 | |
| R | 28.00 | |
| | 102.59 | |
| | 45.22 | |
| | 161.00 | |
| | 34.00 | |
| | 123.51 | |
| | 45.36 | |
| | 188.17 | |
| | 18.48 | |
| | 109.89 | |
| | 35.01 | |
| | 160.93 | |
| | 422.00 | |
| | 48.63 | |
| | 126.90 | |

12,255.19

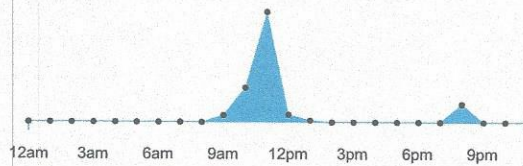
APRIL



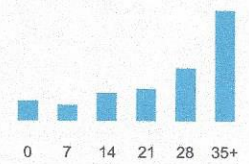
DAY OF WEEK



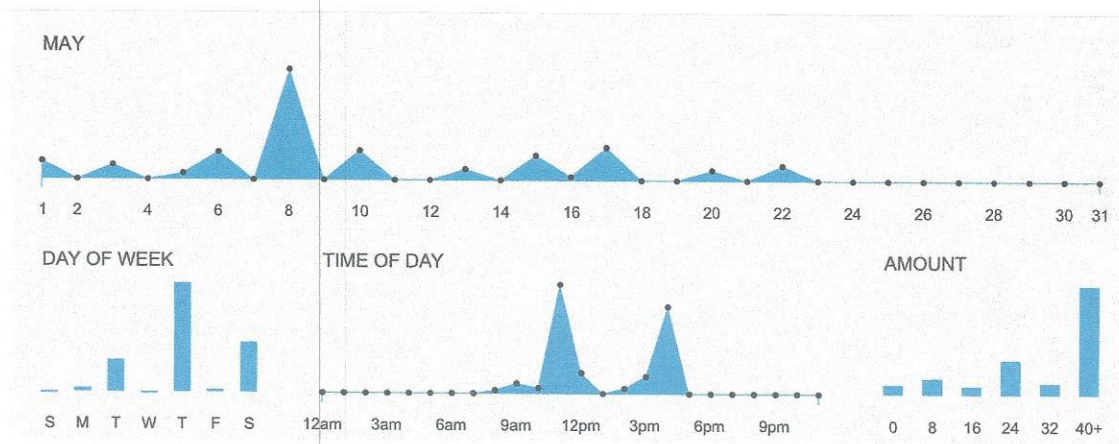
TIME OF DAY



AMOUNT



| | Sales | Refunds | Net |
|------------------|------------|------------|------------|
| Gross Sales | \$1,280.61 | (\$264.94) | \$1,015.67 |
| Discount s | \$0.00 | \$0.00 | \$0.00 |
| Net Sales | \$1,280.61 | (\$264.94) | \$1,015.67 |
| Tax | \$85.89 | (\$10.06) | \$75.83 |
| Tips | \$0.00 | \$0.00 | \$0.00 |
| Total Collect ed | \$1,366.50 | (\$275.00) | \$1,091.50 |
| Cash | \$604.00 | (\$275.00) | \$329.00 |
| Credit | \$712.50 | \$0.00 | \$712.50 |
| Other | \$50.00 | \$0.00 | \$50.00 |
| Fees | (\$19.64) | \$0.00 | (\$19.64) |
| Net Total | \$1,346.86 | (\$275.00) | \$1,071.86 |



| | Sales | Refunds | Net |
|------------------|------------|-----------|------------|
| Gross Sales | \$2,737.54 | (\$81.93) | \$2,655.61 |
| Discount s | \$0.00 | \$0.00 | \$0.00 |
| Net Sales | \$2,737.54 | (\$81.93) | \$2,655.61 |
| Tax | \$128.06 | (\$6.07) | \$121.99 |
| Tips | \$0.00 | \$0.00 | \$0.00 |
| Total Collect ed | \$2,865.60 | (\$88.00) | \$2,777.60 |
| Cash | \$814.10 | (\$70.00) | \$744.10 |
| Credit | \$1,033.50 | \$0.00 | \$1,033.50 |
| Other | \$1,018.00 | (\$18.00) | \$1,000.00 |
| Fees | (\$28.81) | \$0.00 | (\$28.81) |
| Net Total | \$2,836.79 | (\$88.00) | \$2,748.79 |

Appendix C: BLM Update 5/28/14 (Jim Boucher)

BLM Update 5/28/14

Communication Tower Project – A modular trench system has been purchased to conceal the wires from the tower to the equipment shed. CHP will install the trench system. The standoffs (antenna mounts) will be put out for bid. Project completion date is still unknown at present.

Light Tower – The painting contractors and a KEIM paint company representative were be on site to discuss the paint failure on the exterior of the lighthouse. It was determined there is a 100% paint failure on the exterior due to high salt content of the brick. Test patches using different techniques for salt removal will be attempted. The tower will need to have the exterior paint removed and be repainted. Dates for repainting are unknown,

Fog Signal Bldg (FSB) – Stress testing on the bricks has been completed. Shoreline Engineering is working on the details for the seismic upgrades.

CA Coastal Trail Segment- Environmental compliance continues. Army Corps of Engineers is still doing wetland analysis. Friends of the Elephant Seals has pledged \$17,500 towards the first phase of the trail adjacent VP 4.

Wetland Restoration- Environmental compliance continues. Army Corps of Engineers is still doing wetland analysis. The Environmental Enhancement Fund grant is to be awarded 7/14.

Special Event –On National Lighthouse Day, 8/9, the state office has requested an “event” at Piedras and would like a ceremony after the tour with invited guests.

Additional Staffing – Ariana Haro has been selected as a summer intern position. Alex Covello has arrived to assist with maintenance and operations. Public tours will increase to Mondays through Saturdays as of June 15.

PBLSA Letter - The BLM State Director acknowledged the letter sent to him by PBLSA as a call for assistance.

Appendix D: Update on Ingress/Egress/Parking Plans – (Fred Apitz)

[Since this is a large file (over 25MB), it can be obtained by request from the archived minutes in the PBLSA office.]

**Piedras Blancas Light Station Association
Minutes for Board Action on June 3, 2014**

At the PBLSA Board meeting of May 28, 2014 it was announced that the current chair Jack Morehead had resigned as well as ex-officio member Carole Adams. Tim Postiff as vice-chair assumed the responsibilities of chair. Tim announced that he would solicit nominations and hold the election of a new chair via email. On June 3, 2014 Tim notified the board members via email that David Cooper without dissent is elected chair of the PBLSA commencing on the date of the email. Tim requested that special minutes be prepared to document this election. This document provides evidence that David Cooper is to replace Jack Morehead as PBLSA chair on any signature cards for financial institutions (in particular Rabobank and Heritage Oaks) and other appropriate organizations. Further that with this document, Fred Apitz PBLSA treasurer will implement this action seeking assistance from all necessary members.

Respectfully submitted



James G. Harris, secretary PBLSA
June 6, 2014