

Piedras Blancas Light Station Association  
Minutes  
Rabobank Conference Room - Cambria, CA  
April 24, 2019

Board Members in attendance: David Cooper, Jim Harris, Gary O'Neill, Zale Schuster  
Board Members absent: Tim Postiff, Harry Thorpe, John Brass  
Others present: Ryan Cooper (BLM), Holly Gant (PBLSA)

David Cooper called the meeting to order at 6:02 pm

Announcements:

Harry is doing well, but still in Los Angeles. Conservation Lands Foundation is holding a CA NM meeting of all 6 sites at Point Arena on May 2-5 that David will attend. David thanked Jim for his thorough work on the tower project which helps expedite project submittals and Holly for the latest interesting Beacon issue.

Approval of the Agenda:

*Agenda was approved with consensus.*

Reports:

1. Secretary Report – *M/S/P Minutes March 24, 2019, approved.*
2. Financial Status and Treasurer's Report - See report.
3. Gift Shop Report- See report.
4. BLM Update- See report.
5. Fog Signal Building Restoration– No report.
6. Tower Report - See report. The board has no objections with Jim researching cost for ARG's preliminary design review.
7. Power Line Report – See report.
8. Capital Campaign - See report. Jim suggested doing a capital campaign plan for us to decide whether we want to move forward with a capital campaign. Holly to compile worksheets and member's thoughts on the capital campaign workshop.

Old Business:

1. Fresnel Lens Update – One-day cleaning tentatively scheduled for May 18<sup>th</sup>.

New Business:

1. Nominating Committee- See report. The scopes and duties of the committee have been distributed. Tim has agreed to chair the committee and it requires two other board members; Zale has agreed to be a member. This will be a board approved process with consensus, rather than a resolution, and will be posted in the minutes. Gary asked if the board needs to be bigger, David responded he would like a more diverse board. *M/S/P The PBLSA Board establishes a standing Nominating Committee charged to develop, facilitate, and review a process for selection and retention of board members.*

Discussion Items:

1. Fundraising- Gary O'Neill said a current PBLS volunteer may be interested in joining the board and could be an asset to fundraising. Gary, Tim and Zale will invite her to our next board meeting.

Meeting adjourned at 7:22 pm.

Minutes recorded by Holly Gant

## Appendix 1: Treasurer's Report 4/24/19 – Harry Thorpe

### TREASURER'S REPORT for March 2019

<b>1. OPERATIONS INCOME:</b>	Last Month: \$4,325.50	YTD: \$8,637.00
<b>PROFIT:</b>	Last Month: \$1,421.13	YTD: \$1,213.35
<b>TOWER RESTORATION FUND BALANCE:</b>	\$6,538	
<b>BLM SUPPORT EXPENSE:</b>	Last Month: None	YTD: \$94,025.00
<b>BALANCES:</b>	PP Bank: \$10,488.83	ASAP: \$57,074.00

### 2. INVESTMENT BALANCE – FIDELITY INVESTMENTS

<i>Month</i>	<i>Beg Bal</i>	<i>Market Chg</i>	<i>Div/Int</i>	<i>Deposit</i>	<i>W/D</i>	<i>Ending Bal</i>
<b>Mar 2019</b>	539,600.51	5,729.46	1,066.64	--	--	546,396.61
<b>Feb 2019</b>	531,655.56	7,010.18	934.77	--	--	539,600.51
<b>Jan 2019</b>	512,382.27	18,368.59	904.70	--	--	531,655.56

### 3. OTHER:

- Reviewed February/March transactions – made adjustments.
- Started audit of ASAP funding.
- Signed formal copy of modified by-laws of the corporation
- FSB: Wellsona updated their proposal, which was reviewed and approved by the Board. Dan estimates that work will begin in mid to late May.

*Harry M. Thorpe, Jr.*

## Appendix 2: Gift Shop Report 4/24/19 – Holly Gant

### NET SALES

\*Shaded month indicates lower sales than that same month last year

	Jan	Feb	Mar	Apr	May	Jun
2011	884	1,009	1,354	2,517	1,435	2,216
2012	862	922	1,497	1,812	1,366	2,121
2013	1,848	1,270	1,931	2,849	2,208	3,407
2014	1,853	3,263	3,072	2,447	2,186	2,697
2015	2,873	2,278	2,512	2,604	2,783	3,628
2016	1,798	2,609	2,830	1,988	2,142	2,586
2017	2,196	1,461	2,678	3,909	2,864	3,350
2018	3,077	3,094	3,104	3,316	3,133	3,707
2019	1,015	1,605	2,565			

	Jul	Aug	Sep	Oct	Nov	Dec
2011	3,481	2,973	1,733	1,445	1,158	1,837
2012	3,718	3,725	1,951	2,653	1,207	1,344
2013	4,351	4,121	2,314	2,048	1,872	1,965
2014	3,838	4,283	3,045	2,528	1,412	1,635
2015	4,862	4,356	2,609	3,216	2,258	2,157
2016	4,861	3,410	2,716	2,647	1,930	2,103
2017	4,666	3,701	2,218	3,022	2,793	3,491
2018	6,225	4,157	3,383	2,552	1,597	1,730
2019						

	TOTAL	Jan - Jun
2011	\$ 22,042	\$ 9,415
2012	\$ 23,178	\$ 8,580
2013	\$ 30,184	\$13,513
2014	\$ 32,259	\$15,518
2015	\$ 36,136	\$16,678
2016	\$ 31,620	\$13,953
2017	\$ 36,349	\$16,458
2018	\$39,075	\$19,431
2019		

\*government shutdown effected Dec 2018 and Jan 2019

New items in development: custom scarf, custom watercolor painting.

## Appendix 3: BLM Update 4/24/19 - Ryan Cooper

### Past Events

**Eroica Cycling Event** – The Eroica event was a success even though they were not very organized; especially for a group that has been doing this for a while. We will be having a meeting with the planners in hopes to head off problems for next year.

### Projects

#### **Fog Signal Bldg. (FSB):**

Stollmeyer Lighting came out and will provide us with a lighting plan. He suggested we come into the store to look at fixture samples.

#### **Re-roof the Coast Guard Units**

Nothing new. It has been patched and I think we have some time until the next rain.

#### **Lens**

Nothing new. I need to contact Art to see how he wants to proceed.

#### **Power line underground**

BLM realty office is drafting a letter to request for an easement for the access road. That will start the process to get the easement.

#### **Restroom in Parking Lot**

Our state office has provide us with some extra money and am going to use it to place a vault toilet in the bottom parking lot. More details to come.

#### **Interns**

Ellis' last day is May 18<sup>th</sup>. We should be getting two ACE interns in June.

### Special Event:

April 28 Meet the Scientists

October 5 Harmony Cellars event

Last Wednesday of June, July, August Hike in Tours

### Educational Outreach:

April 26 Baywood Elementary

### **Tour Numbers**

Month	2014	2015	2016	2017	2018	2019
October	637	605	516	500	506	441
November	622	503	474	357	523	433
December	404	464	426	273	829	240
January	661	731	623	266	608	0
February	573	570	572	284	780	318
March	696	754	560	502	662	540
April	663	616	581	666	684	312*
May	432	629	352	572	362	
June	658	916	521	787	732	
July	1178	990	850	1125	1169	
August	985	809	693	836	1001	
September	601	481	442	437	591	
Total	8110	8068	6610	6605	8447	

\*partial month

#### **Appendix 4: Tower Update 4/24/19 – Jim Harris**

Ryan Cooper has been in discussion with BLM in Sacramento regarding an opportunity to propose the restoration of the tower as a capital budget item. The necessary documentation for an approximately \$8M project is being prepared for submission. It is not clear what the exact timeline for this opportunity is, but efforts are being made to satisfy all requirements for consideration.

Bruce Elster is still in the process of completing his current project, after which he will devote his efforts to the tower project. As previously reported, the design for the stabilization and restoration of the tower has three components that are somewhat separable: refurbishment of the tower openings (windows and door), stabilization of the tower, and replacement of the top three levels. The stabilization of the tower consists of construction of stabilizing columns within the brick and mortar (similar to a covered pilaster) using a threaded rod for the stabilizing agent and the addition of at least two girdles around the tower. The next steps are the preparation of a preliminary design document and the scheduling of a preliminary design review facilitated by the Architectural Resources Group (ARG). As noted in the last report, support from the board (not to exceed funding) is requested for any costs associated with the participation of ARG in the preliminary design review; these costs should be able to be estimated after Bruce determines his schedule for the availability of the preliminary design review document, and then ARG is contacted.

#### **Appendix 5: Power Lines Report 4/24/19 – Jim Harris**

The project is waiting on the estimate of the timeline for the beginning of construction predicated upon the completion of necessary documentation by both the BLM and California State Parks and Recreation, an effort initiated with the conference call with all parties on March 25, 2019. Monthly status emails will continue to inform both PG&E and MGE Underground of the progress of the timeline. MGE Underground states that they understand and are willing to work with PBLSA for delays in a formal response to their proposal. PG&E has yet to respond to our requests for their support for a delay in a formal response to their proposal until the timeline is obtained, and effort will continue to get their position on the situation. The effort for obtaining grants to support the project continues. Work continues on the cost estimation for a sustainable option to allow electric power for the light station with or without grid input using a microgrid system with solar and motor generator input and battery storage.

## **Appendix 6: Capital Campaign: Grants Report 4/24/19 – Jim Harris/Holly Gant**

Holly Gant set up a three hour workshop at the Light Station with the SPOKES Capital Campaign 101 consultant Michael Simkins on Monday, April 8, 2019, for the members of the PBLSA board including Ryan Cooper and Holly. After an initial discussion regarding the need for a capital campaign as opposed to using grants and fundraising events for funding the remainder of the light station restoration, the Spokes consultant led a presentation and discussion of the elements and challenges of a capital campaign. An assessment of the readiness of the board to initiate and pursue a capital campaign revealed that the board needs to address a number of areas before the announcement of the capital campaign, including writing planning documents, preparing campaign literature, and identifying potential donors. A general consensus of the attendees is that the campaign will require a lot of effort from all the board members and light station restoration supporters. Final invoice for the workshop was \$705 payable to Spokes. Holly is working on a capital campaign brochure. The capital campaign committee (Holly Gant, Jim Harris, Harry Thorpe, and David Cooper) will begin on the development of a planning document for the capital campaign. Work continues on submitting grants to support the undergrounding of the power lines, with the next proposal deadline of May 30 for the Harold J. Miossi Charitable Trust for around \$253K.

## **Appendix 7: Nominating Committee 4/24/19 – David Cooper**

### **Resolution**

“The PBLSA Board establishes a standing Nominating Committee charged to develop, facilitate, and review a process for selection and retention of board members.”

Scope of duties and responsibilities:

- Develop a standardized, written procedure to recruit, nominate, and evaluate prospective members of the PBLSA Board,
- Set up an election process,
- Suggest ways that the board can maintain diverse membership.
- Determine the kinds of personal and professional skills, talents, and personal interests that qualified candidates should have to align with the PBLSA’s mission and objectives, and
- Discuss and report back to the board whether and how to conduct board self-evaluations. Consider ways to stimulate a culture of learning and continued development of all PBLSA directors.