

**Piedras Blancas Light Station Association
Minutes from Board Meeting
RaboBank, Main Street, Cambria, CA
March 27, 2013**

Board Members in attendance: Jack Morehead (Chair), Tim Postiff (Vice Chair), Jim Harris (Secretary), Fred Apitz (Treasurer), Jim Boucher (Ex-Officio), and Carole Adams (Ex-Officio)
Others present: Holly Gant (PBLSA Program Director), Molly Nilsson (American Conservation Experience (ACE) intern), Jody Nelson (BLM intern), Abel Martinez, David Cooper

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

Announcements: Jack Morehead introduced David Cooper to the Board members as a possible candidate for becoming a member.

Approval of the Agenda: Agenda was approved.

Reports:

1. Secretary Report - Jim Harris previously emailed a copy of the minutes of February 27, 2013 for review. *M/S/P Minutes of February 27, 2013 approved.*
2. Financial Status and Treasurer's Report – Fred Apitz distributed his report with the emailed agenda for this meeting for review prior to the meeting; see Appendix A. In response to a question on the use of the PBLSA credit card by Carole Adams, it was recommended that Carole use the credit card for BLM purchases as a first priority, and for PBLSA purchases next as appropriate; Fred will keep two accounts in his financial reporting to separate the two categories of purchases with the credit card. It was reported that signature authority for Holly Gant for PBLSA check purchases is not feasible, and the policy of having two people review each of the PBLSA checks will continue. *M/S/P Treasurer's Report of February 27, 2013 approved.*
3. Gift Shop Report –Carole Adams distributed a monthly summary of gift shop sales for the last two years, which is presented in Appendix B. There has been a significant increase in sales over the last year.
4. BLM Update – Jim Boucher presented the March 27, 2013 BLM report that was previously presented with the agenda for the meeting, and is contained in Appendix C. There have been 17 plus about 6 bricks that have been donated this past month, bringing the total to about 50 bricks so far. Jim Boucher reported that he has been talking to the Cambria Rotary Club about having them install the bricks as a service project. The calf/cow whale census started on March 25, 2013. Jim Boucher summarized a letter received from Washington, DC on the sequestration. The budget through the end of the fiscal year is to be reduced by 7.5%. The result is essentially a hiring freeze (no new interns, youth hires, etc.), and only "mission critical" projects to be funded. The school outreach program has enough funds to complete this year; Carole stated that two of the schools told her that they plan to continue the program next year even if there is no funding provided. Jim Boucher requested that, if necessary, the PBLSA make available about \$60K (from the \$100K) to continue the Fog Signal building project – by consensus, the PBLSA supports the request.
5. Website Development - Holly Gant proposed that the PBLSA sell selected gift shop items on the website – she stated that all the capability can be made available on the website to support this proposal, including payments through PayPal. Jack asked Holly to prepare a proposal for her idea for the next meeting, including the additional cost for handling and shipping to cover the additional work. Carole mentioned that there have been circumstances in the past in which she has satisfied gift shop requests over the phone.
6. PBLSA Events – Carole Adams distributed a flyer for the upcoming 2013 Central Central Coast Lighthouse Conference to be held on Saturday and Sunday, April 27 and 28, at Cavalier Plaza, San Simeon and hosted by the PBLSA; she will be emailing the flyer to all volunteers tomorrow. A written summary of her report is contained in Appendix D. She reported that about 50 people have registered, and the capacity of the room is 70. Abel Martinez is coordinating the Saturday evening public presentation at the Hearst Castle Theater; he stated that Tim Putnam is providing all the audio support for Joe Jakubic's presentation. Both Carole and Abel encouraged everyone to help publicize Joe Jakubic's presentation on moving the Cape Hatteras Light Station as there will be room for 400 people in the theater. Lastly, Carole passed around the restoration brochure for review, stating that the cost per copy was \$2.70. Jack thanked Carole for her valuable effort.

7. Grants – Jim Boucher reported that there are two federal proposals for the California coastal trail and plant rehabilitation for the PBLSONA.
8. Membership – Tim Postiff reported that there were four membership renewals this past month.

Old Business:

None.

New Business:

None.

Discussion:

None.

Jack Morehead adjourned the meeting at 7:10pm

Appendix A: Treasurer's Report 3/27/13 Fred Apitz

Treasurers Report Light Station Association Board meeting 3-27-13

A) Past Financials

1) Below a recap of our investment history (copied from the Fidelity website),

Performance For: All Accounts

Your Balances Over Time - (11/01/2012 -
02/28/2013)

Month	Beginning Balance	Market Change	Dividends & Interest	Fees	Deposits	Withdrawals	Ending Balance
Feb13	\$617,057.14	(\$655.93)	\$551.59	\$0.00	\$0.00	\$0.00	\$616,952.80
Jan-13	\$512,780.22	\$1,674.43	\$602.49	\$0.00	\$107,950.17	(\$5,950.17)	\$617,057.14
Dec12	\$415,092.95	(\$1,139.06)	\$461.96	\$0.00	\$123,364.37	(\$25,000.00)	\$512,780.22
Nov12	\$280,134.39	(\$374.65)	\$333.21	\$0.00	\$135,000.00	\$0.00	\$415,092.95
Total		(\$495.21)	\$1,949.25		\$366,314.54	(\$30,950.17)	

As of 02/28/2013

2) We have completed our investment task for now. A complete schedule of all investments was emailed to all Board members.

3) We established a portfolio listing "PBLSA" under the "my.yahoo.com" website. I will endeavor to maintain the portfolio so that all board members may monitor the progress and research all positions to a minute detail.

B) Current Financials

1) We have sent our 2012 year end statements to our CPA, he is currently working on our Tax Return and should be finished well ahead of the May 15 deadline. (Ben Priest had a gallbladder operation last week; that caused a delay)

2) Recent occurrences highlight the necessity that all invoices (GS, Credit Cards, Engineering, etc.) need to be approved by the responsible party. Date and initial is satisfactory, Holly will distribute all bills and invoices to the appropriate persons, please return to Holly for prompt payment.

We will need a minimum lead-time of one week to generate and sign checks, please don't accept terms that require immediate payment; we do not have full time personnel to accommodate such requests.

Thanks Fred Apitz

Appendix B: Gift Shop Sales Report – Carole Adams

Gift Shop Sales

GIFT SHOP SALES

[illegible]

Appendix C: BLM Update 3/27/13 Jim Boucher

BLM Update 03/27/2013

Communication Tower –Wellsona Iron & Engineering is assembling the wood structure at the yard in Paso Robles.

Fog Signal Bldg. Foundation – Shoreline Engineering has completed plans to upgrade the foundation of the Fog Signal Bldg and the plans have been reviewed and approved by the BLM. The project will be advertised for competitive bid through the government once contracting resumes.

CA Coastal Trail Segment- A land use permit with SLO Co is being pursued. Recreational Trails Program grant coordinator, Barbara Baker visited the site on March 6 and reviewed the project with representatives from State Parks and myself. Engineers from Trails Unlimited (Forest Service Enterprise) will be on site 4/19 & 4/20 to design and draft wetland crossings.

Electrical Utility Lines – Diana Haines, engineer from SLO Co Public Works and a representative from PG&E was on site to review the proposed electrical utility line burial project. She believes that SLO Co can assist with getting the project going.....but warned it will not be a speedy process.

Brick Paver Project – The area has been prepared and is ready to have the bricks laid. 26 bricks have been engraved and a second batch of bricks has been sent to the engraver.

Educational Outreach – Bauer Speck Elementary School (Paso Robles) visited earlier this month. Baywood Elementary School (Baywood) will visit in April and that will conclude the outreach program for this school year.

Special event/tour- A sunset whale watching tour was held on Saturday March 23.

Volunteer Potluck/Training- Representatives from the State Marine Protected Areas and the Monterey Bay National Marine Sanctuary will be on site 3/28 to make presentations.

Calf/Cow Whale Census-The NOAA whale biologist are on site to conduct the annual gray whale calf/cow census. They will probably be on site through the first week of June.

Appendix D: California Central Coast Light Station Conference Report – Carole Adams

Plans are proceeding well. All participating lighthouses are enthusiastically looking forward to attending. So far over 50 people have indicated they are coming to the conference. The catered lunch option on Saturday was abandoned in favor of a less-expensive picnic lunch at San Simeon Cove. The U.S. Coast Guard will not be able to attend so the previously posted schedule has been changed.

All board members, as well as all volunteers, are encouraged to promote the Hearst Castle Theater event Saturday night at 7:00. Word of mouth is a powerful tool in getting the word out. Local media and visitor related websites have been informed. Additional efforts will be made during the next couple of weeks, but everyone should be spreading the word to those they know. Flyers are available for posting and a digital version will be sent to all PBLS volunteers to forward to those they know.

At 7:00 the participating lighthouses are invited to set up modest displays in the lobby of the theater.

Prior to Joe Jakubic's PowerPoint there will be a slide show comprised of images sent by the participating lighthouses.