

**Piedras Blancas Light Station Association
Minutes from Board Meeting
RaboBank, Main Street, Cambria, CA
August 28, 2013**

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

Board Members absent: Carole Adams (Ex-Officio)

Others present: Holly Gant (PBLSA Program Director), Ivy Ku (Student Conservation Association Intern (SCA)), Molly Nilsson (American Conservation Experience intern (ACE)), David Christy (BLM video), Jim Pickering (BLM video)

Jack Morehead called the meeting to order at 6:05 p.m.

Announcements: Jack introduced David Christy and Jim Pickering of the BLM, who will video portions of the meeting in preparation for the California Coastal Partnership Celebration at PBLSONA on October 23, 2013.

Approval of the Agenda: Agenda was approved.

Reports:

1. Secretary Report - Jim Harris previously emailed a copy of the minutes of July 24, 2013 for review; Jim Harris thanked Holly Gant for preparing the minutes during his absence. *M/S/P Minutes of July 24, 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). Fred reviewed the situation regarding the BLM request to transfer \$147K from the PBLSA to BLM, and the response to resolve the issue this past month. Discussion followed. It was noted that the forms SF 270 and SF 425 to be used in the future are included in his report for reference. Jack and Jim Boucher agreed that the “annual report” requested by BLM should be satisfied with the SF 425 with totals for the year used; Jim Boucher is to verify that this plan is acceptable to the BLM. Jack thanked Fred for all his work to resolve the issue this past month. *M/S/P Treasurer's Report of August 28, 2013 approved, and Fred is directed to write a certified check from the PBLSA to BLM for \$122,394.01 to finalize the issue.*
3. Gift Shop Report – Holly Gant directed the members to the updated monthly summary of gift shop sales prepared by Carole Adams, which is presented in Appendix B.
4. BLM Update – Jim Boucher presented the August 28, 2013 BLM report that was previously presented with the agenda for the meeting, and is contained in Appendix C. Jim Boucher noted that the restoration of the Fog Signal Building will provide a venue for fund raising events. He also noted that the entry gate is in working order, having been repaired and refurbished.
5. Website Development - Holly Gant stated that the PBLSA website continues to attract new memberships and donations for the bricks.
6. PBLSA Events – It was noted that the planned Monster Bash in October was cancelled because of the conflict with numerous other events in the community planned at the same time.
7. Grants – Holly reported that a member of the PBLSA has to be present at Cambria in order to receive a grant; it was agreed to pursue the grant opportunity to support the educational outreach program shortfall. Jim Boucher reported that he was not optimistic about the three grants to the Great American Outdoors because of the uncertainties in federal funding. He mentioned that Ivy Ku is working with a grant opportunity in San Luis Obispo. Jody Nelson is working on a coastal grant for non-native plant eradication in the PBLSONA; a representative will be visiting the site to assist in preparing the proposal. Holly Gant and Jim Harris will build upon the work that Ivy Ku has done for the Honda grant to support the educational outreach program; the plan is to request around \$25K for support of three years of the program in a proposal due on November 1, 2013.
8. Membership – Tim Postiff provided a document summarizing the PBLSA renewals and new memberships for the year (see Appendix D).

Old Business:

1. November-December PBLSA meeting date and October 1 Beacon deadline – In order to accommodate the October 1 publication date for the Beacon and include the schedule of PBLSA board meetings for the year, the following motion was passed: *M/S/P For 2013*

PBLSA board meetings, the November meeting will be changed to Wednesday November 20, 2013 and the December meeting will be cancelled.

New Business:

1. PBLSA support of Interns - Jim Boucher stated that he does not anticipate funds being available to support more permanent BLM positions, nor seasonal positions, for the PBLSONA in the near future, and therefore is reviewing the recruitment of interns. It is noted that the PBLSA is in a financial position to support the use of interns. Jim Boucher noted that the Cal Poly Parks and Recreation program requires majors to devote 400 hours of community service (essentially one quarter full time). Also the ACE and SCA interns have provided valuable support to the PBLSONA. Interns in the summer could be used to provide additional public tours in the afternoon. Jim Harris noted that discussions with the Cal Poly Construction Management program suggested that a part time CM internship for a quarter (16 hours per week at \$15 per hour with \$25 per week in travel stipend plus overhead expenses) would cost about \$3K for the PBLSA to support, and would be very attractive to a senior year CM major. Fred stated that PBLSA support could be implemented in a straightforward manner by the PBLSA. It was the consensus of the board members that the plan to recruit interns supported by PBLSA funds be pursued. Jim Boucher will contact the faculty that he knows in the Parks and Recreation Department, and Jim Harris will work with Jim Boucher to investigate recruiting a part time CM intern for the Fall quarter. Email with the PBLSA members will be used to formalize any financial arrangements.
2. Proposal for membership benefits – After discussion regarding the proposal for memberships presented in Appendix E, the consensus was to follow the model for membership benefits used by Point Sur: *M/S/P The following membership benefits are to be offered with no explicit choice to “opt out of gifts” provided:*

<i>Membership Level (\$)</i>	<i>Benefit</i>
<i>50</i>	<i>2 tour passes + newsletter</i>
<i>100</i>	<i>4 tour passes + newsletter</i>
<i>250</i>	<i>6 tour passes + newsletter</i>
<i>500</i>	<i>8 tour passes + newsletter + brick</i>
<i>1000</i>	<i>10 tour passes + newsletter + brick</i>

Discussion:

1. Amenity fee collection – Jim Boucher led a discussion regarding a plan for the PBLSA to collect, and take responsibility for, the amenity fees charged for the public tours. The BLM would contract with the PBLSA to collect the amenity fees from the public tours. The PBLSA would place the funds in their account, and the required (small) percentage of the receipts would be sent to the BLM. It would be imperative that the tours continue to be the responsibility of the BLM, who would continue to set the policy and standards for the volunteers. Jim Boucher was encouraged to pursue the plan, and to report to the PBLSA at its next meeting.
2. Jim Boucher stated that he is still working on recruiting more members to the PBLSA board, focusing on business women as candidates; members are encouraged to send any potential names to Jim Boucher.

Jack Morehead adjourned the meeting at 8:12pm

Appendix A: Treasurer's Report 8/28/13 Fred Apitz

Treasurers Report Light Station Association Board meeting 8-28-13

Profit: last month **\$1,656.95** YTD **\$4,821.00**

BLM Support: last month **\$27.97** YTD **8,859.90**(included in above Profit)

A) Past Financials

Performance For: All Accounts

Your Balances Over Time - (11/01/2012 - 07/31 /2013)

Month	Beginning Bal	Market Chng	Div & Int	Deposits	Withdrawals	Ending Balance
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
May13	\$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
Mar-13	\$616,952.80	\$518.33	\$1,081.16	\$0.00	\$0.00	\$618,552.29
Feb-13	\$617,057.14	(\$655.93)	\$551.59	\$0.00	\$0.00	\$616,952.80
Jan-13	\$512,780.22	\$1,674.43	\$602.49	\$107,950.17	(\$5,950.17)	\$617,057.14
Dec-12	\$415,092.95	(\$1,139.06)	\$461.96	\$123,364.37	(\$25,000.00)	\$512,780.22
Nov-12	\$280,134.39	(\$374.65)	\$333.21	\$135,000.00	\$0.00	\$415,092.95
Total		(\$11,756.28)	\$8,290.25	\$392,192.33	(\$31,750.17)	

B) Current Financials

1) Enclosed is "Exhibit A" the P&L Statement for July 1 through July 31, 2013

Cost of goods sold is estimated due to unavailable inventory number.

The above referenced loss is due to some extraordinary expenses: sold FGNMX **\$460.35**, depreciation expense

\$1,632.00 and Workmans Comp. Ins. **\$471.00**.

2) Due to a misunderstanding of contractual requirements it has become necessary to return the unspent portion of

funds secured through the cooperative agreement (L11AC20287) \$7,000 plus 140,000 of supplement 0001, plus

interest earned, minus \$25,012 of documented expenditures as shown in the table below.

Cooperative Agreement Expense through July 2013								
LLIAC20287		Initial Funding		Supplement 0001			Supplement 0002	
Expense	Date	\$7,000 Item No. 30	\$40,000 Item No. 20	\$95,747 Item No. 30	\$4,258 Item No. 40	\$40,000 Item No. 50	\$5,000 Item No. 60	\$47,000 Item No. 70
Outreach	see encl. detail	\$7,000.00	\$5,825.00					
Visitor Services	March 2013		\$7,382.00					
Restoration	Dec-13				\$2,000.00			
Maintenance/Operations	Dec-1st 2013		\$2,825.00					
Totals		\$7,000.00	\$18,012.00		\$2,000.00			

3) The total to be refunded is **\$147,000** plus interest earned (\$382.81 + \$23.20) **\$406.01** minus **\$25,012.00** as shown in above table = **\$122,394.01**
the following funds are available in dedicated accounts:

BLM Support # ...8158	\$15,023.20
Fog Signal Bldg. # ...8956	\$98,382.81
Heritage Oaks Bank	\$ 7,071.00

Total	\$120,477.01
needed	\$122,394.01

short	(\$1,917.00)
plus needed operating fund for BLM support	(\$5,000.00)

to be covered by PBLSA	\$6,917.00
	=====

The above amounts will be transferred to Heritage Oaks Bank to cover the needed Cashiers Check.

4) Leona Parker (GMO) specifies a “certified” Cashiers Check in the above amount, this is an outdated term for a Cashiers Check, no additional certification is available.
I need the exact description of the beneficiary “Bureau of Land Management, Grants Management Officer”?

Further a letter of explanation (Exh. C) and Form SF 270 (Exh.D) have to accompany the above Check,

If we consider the beginning of the contract with the filing of SF 270, then the first quarterly report SF 425 (Exh. E) wont be due until September 30th.

Itemized Categories - Last month

7/1/2013 through 7/31/2013

8/25/2013

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Date	Account	Num	Description	Memo	Tag	Clr	Amount
	INCOME						5,045.55
	Income						4,341.42
	Donations						25.00
	Gift Shop Donations						115.50
	Gift Shop Income						3,635.00
	Internet Sales (PayPal)						115.92
	Membership Dues, Inc.						150.00
	Special Events						300.00
	Brick, Engraved						300.00
	Interest Inc						0.04
	_DivInc						1,164.44
	_RlzdGain						-460.35
	EXPENSES						-6,702.50
	Cost of Goods Sold						-2,814.46
	Cost of Material						-2,430.00
	Credit Card Expense						-66.90
	Mailing Expense						-8.15
	Sales Tax, Expense						-311.41
	Fees, Charges & Depreciation						-1,632.00
	Giftshop Display Depreciacion						-915.00
	Registration Renewal Fee						-50.00
	Website Amortization						-667.00
	Membership						-590.20
	Beacon printing						-494.50
	Postage						-95.70
	Office Expense						-55.49
	Postage, other						-46.00
	Supplies						-9.49
	Payroll Expenses						-1,438.18
	Insurance - Workmans Comp						-471.00
	Paychex Monthly Charge						-62.07
	Salary						-726.23
	Total Tax Liability Payment						-178.88
	Public Relations						-105.10
	Promotions						-105.10
	Restoration and BLM Support						-27.97
	Interpretation & Visitor Services						-27.97
	Volunteer Expense						-39.10
	TRANSFERS						0.00
	Heritage Oaks Bank						609.92
	Rabobank Checking						3,045.79
	Visa Carole Adams						-177.92
	Visa Holly Gant						469.78
	BLM Bakersfield, Michelle Ortiz						-432.00

7/1/2013 through 7/31/2013

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[illegible]

August 25, 2013

Ms. Leona Parker
Grants Management Officer
2950 Riverside Drive
Susanville, CA 96130

Ref.: L11AC20287 PBLSA

Dear Ms. Parker,

Please find enclosed the requested refund cashiers check in the amount of
\$122,394.01

This amount is the result of \$147,000 plus earned interest in the amount of
\$406.01 minus the accumulated expenses in the amount of \$25,012.00.

The enclosed spreadsheet details and is in support of the above expense
amount.

Also enclosed is the request for reimbursement (SF270) in the same above
amount.

Since we are essentially starting over the first quarterly report will be due on
September 30th, is that correct?

Thank you for your forbearance and patience in this matter, I hope that the
future will find us in a more compliant and professional manner.

With friendly regards,

Fred W Apitz
Treasurer
Piedras Blancas Light Station
Association, Inc.

REQUEST FOR ADVANCE OR REIMBURSEMENT (See instructions on back)		OMB APPROVAL NO. <div style="text-align: center;">0348-0004</div>		PAGE 1 OF 2 PAGES	
		1. TYPE OF PAYMENT REQUESTED a. "X" one or both boxes <input type="checkbox"/> ADVANCE <input checked="" type="checkbox"/> REIMBURSEMENT b. "X" the applicable box <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL		2. BASIS OF REQUEST <input checked="" type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL	
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED <div style="text-align: center;">Bureau of Land Management</div>		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY <div style="text-align: center;">L11AC20287</div>		5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST <div style="text-align: center;">1</div>	
6. EMPLOYER IDENTIFICATION NUMBER <div style="text-align: center;">90-0181171</div>		7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER		8. PERIOD COVERED BY THIS REQUEST FROM (month, day, year) TO (month, day, year) <div style="text-align: center;">Aug. 31, 2011 Aug. 31, 2013</div>	
9. RECIPIENT ORGANIZATION Name: Piedras Blancas Light Station Association, Inc. Number and Street: 15950 Cabrillo Hwy City, State and ZIP Code: San Simeon, CA 93452		10. PAYEE (Where check is to be sent if different than item 9) Name: Piedras Blancas Light Station Association, Inc. Number and Street: P.O. Box 127 City, State and ZIP Code: San Simeon, CA 93452-0127			
11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED					
PROGRAMS/FUNCTIONS/ACTIVITIES ►		(a)	(b)	(c)	TOTAL
		1010 awareness & ed	120 interpr. & visitor se	1 restoration fog sign.	
a. Total program outlays to date (line of date)		\$ 7,000.00	\$ 16,012.00	\$ 2,000.00	\$ 25,012.00
b. Less: Cumulative program income					0.00
c. Net program outlays (Line a minus line b)		7,000.00	16,012.00	2,000.00	25,012.00
d. Estimated net cash outlays for advance period					0.00
e. Total (Sum of lines c & d)		7,000.00	16,012.00	2,000.00	25,012.00
f. Non-Federal share of amount on line e					0.00
g. Federal share of amount on line e					0.00
h. Federal payments previously requested					0.00
i. Federal share now requested (Line g minus line h)		0.00	0.00	0.00	0.00
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances		1st month			0.00
		2nd month			0.00
		3rd month			0.00
12. ALTERNATE COMPUTATION FOR ADVANCES ONLY					
a. Estimated Federal cash outlays that will be made during period covered by the advance					\$ 25,012.00
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period					
c. Amount requested (Line a minus line b)					\$ 25,012.00
AUTHORIZED FOR LOCAL REPRODUCTION		(Continued on Reverse)		STANDARD FORM 270 (Rev. 7-97) Prescribed by OMB Circulars A-102 and A-110	

13.

CERTIFICATION

I certify that to the best of my knowledge and belief the data on the reverse are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

SIGNATURE OR AUTHORIZED CERTIFYING OFFICIAL

DATE REQUEST
SUBMITTED

August 25, 2013

TYPED OR PRINTED NAME AND TITLE
Fred W Apitz, TreasurerTELEPHONE (AREA
CODE, NUMBER,
EXTENSION)

805/927-0727

This space for agency use

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

INSTRUCTIONS

Please type or print legibly. Items 1, 3, 5, 9, 10, 11a, 11f, 11g, 11i, 12 and 13 are self-explanatory; specific instructions for other items are as follows:

Item	Entry	Item	Entry
2	Indicate whether request is prepared on cash or accrued expenditure basis. All requests for advances shall be prepared on a cash basis.		activity. If additional columns are needed, use as many additional forms as needed and indicate page number in space provided in upper right; however, the summary totals of all programs, functions, or activities should be shown in the "total" column on the first page.
4	Enter the Federal grant number, or other identifying number assigned by the Federal sponsoring agency. If the advance or reimbursement is for more than one grant or other agreement, insert N/A; then, show the aggregate amounts. On a separate sheet, list each grant or agreement number and the Federal share of outlays made against the grant or agreement.	11a	Enter in "as of date," the month, day, and year of the ending of the accounting period to which this amount applies. Enter program outlays to date (net of refunds, rebates, and discounts), in the appropriate columns. For requests prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expenses charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subcontractors and subrecipients. For requests prepared on an accrued expenditure basis, outlays are the sum of the actual cash disbursements, the amount of indirect expenses incurred, and the net increase (or decrease) in the amounts owed by the recipient for goods and other property received and for services performed by employees, contracts, subgrantees and other payees.
6	Enter the employer identification number assigned by the U.S. Internal Revenue Service, or the FICE (institution) code if requested by the Federal agency.	11b	Enter the cumulative cash income received to date, if requests are prepared on a cash basis. For requests prepared on an accrued expenditure basis, enter the cumulative income earned to date. Under either basis, enter only the amount applicable to program income that was required to be used for the project or program by the terms of the grant or other agreement.
7	This space is reserved for an account number or other identifying number that may be assigned by the recipient.	11d	Only when making requests for advance payments, enter the total estimated amount of cash outlays that will be made during the period covered by the advance.
8	Enter the month, day, and year for the beginning and ending of the period covered in this request. If the request is for an advance or for both an advance and reimbursement, show the period that the advance will cover. If the request is for reimbursement, show the period for which the reimbursement is requested.	13	Complete the certification before submitting this request.
Note: The Federal sponsoring agencies have the option of requiring recipients to complete items 11 or 12, but not both. Item 12 should be used when only a minimum amount of information is needed to make an advance and outlay information contained in item 11 can be obtained in a timely manner from other reports.			
11	The purpose of the vertical columns (a), (b), and (c) is to provide space for separate cost breakdowns when a project has been planned and budgeted by program, function, or		

STANDARD FORM 270 (Rev. 7-97) Back

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted Bureau of Land Management		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) L11AC20287		Page: 1 of 1
3. Recipient Organization (Name and complete address including Zip code) Piedras Blancas Light Station Association P.O. Box 127 San Simeon, CA 93452-0127				
4a. DUNS Number 155728244	4b. EIN 90-0181171	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual
8. Project/Grant Period From: (Month, Day, Year) 8/31/2011		To: (Month, Day, Year) 8/31/2012		9. Reporting Period End Date (Month, Day, Year) 8/30/2012
10. Transactions				Cumulative
(Use lines a-c for single or multiple grant reporting)				
Federal Cash (To report multiple grants, also use FFR Attachment):				
a. Cash Receipts				25,012.00
b. Cash Disbursements				25,012.00
c. Cash on Hand (line a minus b)				0.00
(Use lines d-o for single grant reporting)				
Federal Expenditures and Unobligated Balance:				
d. Total Federal funds authorized				239,000.00
e. Federal share of expenditures				
f. Federal share of unliquidated obligations				
g. Total Federal share (sum of lines e and f)				0.00
h. Unobligated balance of Federal funds (line d minus g)				239,000.00
Recipient Share:				
i. Total recipient share required				
j. Recipient share of expenditures				
k. Remaining recipient share to be provided (line i minus j)				0.00
Program Income:				
l. Total Federal program income earned				
m. Program income expended in accordance with the deduction alternative				
n. Program income expended in accordance with the addition alternative				
o. Unexpended program income (line l minus line m or line n)				0.00
11. Indirect Expense				
a. Type	b. Rate	c. Period From	d. Period To	e. Amount Charged
f. Federal Share				
g. Totals				
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:				
13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)				
a. Typed or Printed Name and Title of Authorized Certifying Official Fred W Apitz Treasurer			c. Telephone (Area code, number and extension) 805/927-0727	
b. Signature of Authorized Certifying Official			d. Email address fapitz@blat.net	
			e. Date Report Submitted (Month, Day, Year) 8/31/2012	
14. Agency use only:				

Standard Form 425
OMB Approval Number: 3348-0061
Expiration Date: 10/31/2011

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control number for this information collection is 3348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (3348-0061), Washington, DC 20503.

Appendix B: Gift Shop Sales Report – Carole Adams

GIFT SHOP SALES

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
2011	884	1009	1354	2517	1435	2216	3481	2973	1733	1445	1158	1837	\$22,042
2012	862	922	1497	1812	1366	2121	3718	3725	1951	2653	1207	1344	\$23,178
2013	1848	1270	1931	2849	2208	3407	4351						

Total gift shop sales Jan-July \$17,864

Appendix C: BLM Update 8/28/13 Jim Boucher

BLM Update 08/28/2013

Communication Tower – Wellsona Iron & Engineering estimates the tower to be finished by the end of the first week in Sept. Most of the support timbers are in place. Work continues on the interior of the shed. All stakeholders using the tower will meet on site in the near future to work out transfer of equipment to the tower and shed

Fog Signal Bldg. Foundation – The foundation upgrade project will take place in September and will involve permeation grouting in combination with a perimeter underground curbing. NPS Historic Preservation Crew Yosemite has drafted an agreement to repair the brick walls this winter (Jan – mid March). Shoreline Engineering is developing seismic upgrades alternatives for the structure.

CA Coastal Trail Segment- Compliance requirements and a SLO Co. land use permit are being pursued. A meeting with SLO Co regarding permitting took place 7/30. It was determined that full permitting process will be required.

Potable Water Project – BLM representatives and hydro-geologist Tim Cleath met with SLO Co permitting officials to discuss water development alternatives. SLO Co determined that no permitting requirements were required. Discussions with the Regional Water Quality Board are in progress to determine the best way to dispose of effluent water if reverse osmosis is pursued.

Phone System Upgrade- Conduit has been put in place to house new wiring. The wiring will be installed as time permits.

Entry Gate and Gate Opener- A new gate opener and related hardware is being installed by Sjodron Electric. In addition, repairs to the gate are being made. The gate and opener should be repaired by 8/31.

Tours – Tours will be Tuesdays, Thursdays & Saturdays starting Sept 1.

Special Events- Volunteer appreciation luncheon 8/29 at noon. CA Coastal Partnership Celebration, 10/23 at 10 am.

Educational Outreach Program – The outreach program for the 2013-2014 school year will begin on Sept 20 with Cayucos Elementary School.

Appendix D: PBLSA renewals and new memberships for the year

	2013 Renewals							2013 New Memberships						
	\$50	\$100	\$250	\$500	\$1,000	Other	\$ Total	\$50	\$100	\$250	\$500	\$1,000	Other	\$ Total
January	4	1				1	335						1	200
February	11	1	1			1	580	2						100
March	5	2					450	1						50
April	2	1					200		2					200
May	8	3					700	1						50
June	2	1					300		1					100
July	2						100							
August		1					100	2						100
September														
October														
November														
December														
TOTALS	34	10	1	0	0	2	\$2,765	6	3	0	0	0	1	\$800

Appendix E: Proposal for membership benefits – Tim Postiff

Membership Benefit Proposal

To increase membership we would like to add gifts for each new member. Hopefully this would entice people to join or renew, but it would also be a nice gesture to our members. Below is our proposal followed by examples of membership gifts from local nonprofits. We propose a similar benefit structure starting immediately with each new member and renewal upgrade.

PBLSA proposal	Cost above present	
\$50- newsletter, decal, pin, set of Judy Lyon notecards	\$6	
\$100- above + ballcap	\$19	
\$250- above + signed Pt. PB book		\$29
\$500- above + 2 twilight tour passes	\$59	
\$1000- above + brick (or private tour?)		\$86

With an “opt out of gifts” check box

And an option to specify “the project” for donations over \$50

Possible projects: FSB completion, power lines burial, privy, or ...

FES

\$25- newsletter, decal, pin
\$50- all + 2 caps
\$100- all + signed esea book
\$250- all + DVD + 2 party tickets
\$1500- all for life

PT. SAN LUIS LH

\$35- newsletter, decal
\$60- all + water bottle
\$100- all + 2 trolley tour tickets
\$500- all + fleece vest + 2 special event tickets
\$1000- all + name on plaque

PT. SUR LH

\$35- 1 pass + newsletter
\$50- 2 passes + "
\$100- 4 passes + "
\$250- 8 passes + "
\$500- 12 passes + "
\$1000- 12 passes + private tour