

**Piedras Blancas Light Station Association
Minutes from Board Meeting
Rabobank Conference Room - Cambria, CA
September 23, 2015**

Board Members in attendance: Jackie Howland (Chair), Tim Postiff (Vice Chair), Harry Thorpe (Treasurer), Jim Harris.

Board Members absent: David Cooper

Others present: Ryan Cooper (BLM), Jodie Nelson (BLM), Holly Gant (PBLSA), Jake Castellanos (BLM Intern), Volunteers John Brass, Jim Major and Zale Schuster.

Jackie Howland called the meeting to order at 6:03 pm.

Announcements: M/S/P a resolution that Harry Thorpe, Tim Postiff, and Jackie Howland be authorized check signers at Rabobank and Heritage Oaks.

Approval of the Agenda: M/S/P September 23, 2015, approved.

Reports:

1. Secretary Report – Holly Gant previously emailed a copy of the minutes of August 26, 2015 for review. *M/S/P Minutes of August 26, 2015 approved.*
2. Financial Status and Treasurer's Report – See attached.
3. Gift Shop Report – See attached. Jackie asked Holly for top sellers and profit margin to use in determining future of a gift shop at motel visitor center.
4. BLM Update – See attached.
5. Website Development – Holly expressed concern about regular webcam cleaning. Ryan and Jodie to coordinate a cleaning schedule.
6. PBLSA Events – Jackie and Jodie meeting about event ideas; Jodie has contacts in wine/catering.
7. Grants – Jodie and Jake worked on spreadsheet for a grant calendar to easily apply for grants in the future. CCC grant is due in October; Jake working on that.
8. Membership – Free passes are a good incentive; 12 free passes were redeemed in 2014.
9. Tower Update – See attached. Bruce will present final results at October meeting.

Old Business:

1. National Monument- Tabled until next meeting.
2. Brochure- Holly ordered 2,500; board will look at changing format in the future.
3. Beacon- Holly stated she needs reliable content editors for each issue.

New Business:

1. Wellsona Ironworks Entrance Gate Bid- See attached. Harry has concerns about look of the gate. Altering the wood beams from original 2x4s to 2x6s will change the look too much although they are needed for extra strength. Harry would like to see if we could go to five boards instead of 6 and increase the space between them. Harry would like us to consider what could be done to the side fences since the original photos show 2x4s. Board members stressed that this should be historically accurate. Ryan to meet with Dan about these concerns.
2. Nov/Dec Meeting Date: Due to the holidays, we're combining the Nov/Dec meeting to be held on Wednesday, December 2nd.

Discussion Items:

1. Tim introduced John Brass, possible new board member. Zale Schuster expressed interest in helping after January 1st.

Board adjourned to executive session at 7:15 pm.

Appendix 2: Treasurer's Report

TREASURER'S REPORT for August 2015

1. OPERATIONS INCOME: Last Month: \$6,733.00 YTD: \$39,006.54

PROFIT: Last Month:* 2,237.97 YTD:** \$5,829.30

BLM SUPPORT EXPENSE: Last Month: \$17,239.18 YTD: \$69,407.30

BALANCES: H. O. Bank: \$18,519.79 ASAP: \$73,272.01

* Memberships: \$1,200

** J.B. Memorial Fund: \$2,250

3. 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>
Aug 2015	583,361.93	<11,348.40>	937.09	--	--	572,950.62***
July 2015	583,613.99	<1,001.67>	749.61	--	--	583,361.93
June 2015	588,528.98	<6,177.82>	1,246.23	--	--	583,613.99

*** -2.6% since May

2015

4. OTHER:

- Audited August transactions -- made adjustments.
- Contacted accounting firm to discuss tax filings.
- Contacted insurance agent to discuss Worker's Comp.
- Started working with Holly to develop detailed accounting manual.
- Contacted Fidelity Investments to schedule September Investment Committee meeting.

Appendix 3: Gift Shop Report

Net Sales

	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

	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				

	TOTAL	Subtotal Thru June
2011	\$ 22,042	\$ 9,415
2012	\$ 23,178	\$ 8,580
2013	\$ 30,184	\$ 13,513
2014	\$ 32,259	\$ 15,518
2015		\$ 16,678

Top 5 Items Sold in August:

Postcards, Photo Magnets, Foldout LH Maps, Mugs, Ornaments

Top 5 Items Sold YTD (adjusted to eliminate free giveaways):

Photo Magnets (270), Mugs (139), Ornaments (139), Logo Magnet (132), Foghorn Whistle (118)

Appendix 4: BLM Report

BLM Update 9/23/2015

Communication Tower:

There is a letter being drafted to go out to the users that says as long as no one thinks the tower is going to look much different than engineers model than we are good to move forward.

Fog Signal Bldg (FSB):

We have the plans. Now we need to find the funds and set a plan of attack. I have not received a cost estimate yet.

Special Event:

September 23rd - Volunteer Summit Breakfast

Week of Oct 5 – Sierra Club work group here

October 24 - Twilight Tour

October 28 – Volunteer Workday

November 14th – Golden Hour Photo Tour

Educational Outreach:

Checks went out. There was a refresher for the guides last week and our first group is Cayucos on September 25th.

Water System:

In State Parks hands.

Entry Gate:

I am going to be meeting with Dan about the design soon so we can make sure the environmental documents line up with the engineered plans.

Condor Project

You may be seeing two condor project employees because they will be staying here while they are working on the coast.

Motel

Jackie and I are working on the application. We will need help from several of you with reviewing the document and supplying information.

Unit D Improvements

NOAA purchase flooring for the entire unit D. We want to get the interior painted before we lay down the new floor. Would the Association be willing to pay for the interior paint? We will get staff and volunteers to paint it.

Recap of our planning meeting

Recap of the Volunteer Summit

Appendix 5: Tower Update

Summary of tower top project
9/23/15 Jim Harris

On September 2, Drs. Cole McDaniel and Peter Laursen returned to the tower to perform more measurements. They started around 8am and finished around 1:30pm, successfully measuring the second order mode of resonance as well as confirming their measurements for the first order mode. Their results were communicated to Shoreline a few days later and will be compared with the simulation results of the risa-3d model of the tower. The model results for the first order model appear to confirm the model simulation results with the expectation that the second order mode measurements also will confirm the model results.

Bruce Elster of Shoreline Engineering plans to present the final report for this first phase of the tower top project at the October PBLSA board meeting on October 28. The first phase of the tower top study analyzes the existing tower and its rehabilitation with respect to replacing the top. Shoreline presented an invoice for the month of August, and it is estimated that the total cost of this phase of the tower project should be covered by the \$22K allocated, but it will be close.

There are plans for a meeting at Shoreline in Morro Bay before the October PBLSA meeting with interested board members to begin planning recommendations for the next phase of the tower top project. Jim Harris will coordinate the schedule of the Shoreline meeting and it is requested that those who are interested in attending let him know at this September PBLSA meeting.

Appendix 6: National Monument Update

September 21, 2015

TO: Piedras Blancas Light Station Association Board of Directors

FROM: David Cooper

RE: Piedras Blancas California Coastal National Monument Update

On August 31, the national monument work group had a conference call with Allen Chiu, Senator Boxer's Field Representative from Oakland. We were joined by Kyle Chapman of Senator Boxer's Washington, D.C. office. We requested and received clarification and analysis of the California Coastal National Monument Expansion Act. *We were assured that the intention and the letter of the Act extend National Monument status and protections to the entire Piedras Blancas Outstanding Natural Area.* Chapman followed up with a written analysis. I forwarded that analysis to Ryan Cooper.

On September 18, Congresswoman Lois Capps introduced the California Coastal National Monument Expansion Act into the House, legislation that would protect numerous California locations, including Piedras Blancas Light Station Outstanding Natural Area, by adding them to the California Coastal National Monument. The bill is a House companion Act to the Boxer/Feinstein Senate bill. "I am particularly pleased," Congresswoman Capps noted, "that this legislation would incorporate Piedras Blancas Light Station Outstanding Natural Area into the California Coastal National Monument."

The initiative work group has now received resolutions of support from all Chambers of Commerce in the county except San Luis Obispo (we are working on it). We are now ready to petition the SLO Board of Supervisors for a resolution. We continue to seek support from individual elected officials, city councils, news media, etc. Our web site and social media outlets are active and updated regularly.

Appendix 7: Wellsona Entrance Gate Bid

PROPOSAL FOR THE FABRICATION OF A REPLICA ENTRANCE GATE FOR PIEDRAS BLANCAS LIGHT STATION

SUBMITTED BY:
WELLSONA IRON AND ENGINEERING 5905 MONTEREY ROAD PASO ROBLES CA

The light station is in need of an entrance gate that closely replicates the original. We have endeavored to keep with the original design as much as is practical. The original gate opening was 12 ft square. This has been increased to 14 ft square, for reasons of accommodating potential future oversize load deliveries. The resulting longer spans have also driven an increase in member sizes. Most notable is a change from the 2x4 infill to 2x6. The original photo shows the gate-casing member's size to be 12x12 in conflict with the original drawings, which showed 8x8. We have opted for the 12x12 per the photo.

The design features fabricated stainless post bases set on concrete footings. We believe that this change in design offers superior rot resistance as compared to the buried post original design.

The post base brackets are set on leveling nuts, which will allow for future adjusting of the gate and posts to accommodate wood shrinkage and natural soil settling.

The spread footings located at the casing posts (12x12) provide ample support for the gate and casing frame.

Gate rests and stops have been provided for, to reduce the possibility of settling of the swinging gate structure.

Bronze bushings and thrust washers are provided at pivot wear points.

A wood preservative treatment will be applied after fabrication.

The gate shall be shop fabricated and painted to the greatest extent possible, thereby minimizing interference to onsite tours. Field work will be accomplished with minimal interruptions (if any) to normal light station activities.

Wellsona Iron and Engineering possesses a California General Engineering license classification (A). We carry standard General Liability Insurance, and Workmans Compensation Insurance.

Sincerely
Dan Murphy