

Piedras Blancas Light Station Association
Minutes
Conference Call
April 22, 2020

Board Members in attendance: David Cooper (Chair), Harry Thorpe (Treasurer), Sharon Flaherty (Secretary), Jim Harris, Zale Schuster, Ryan Cooper (BLM), Holly Gant (PBLSA)
Board Members absent: John Brass, Gary O'Neill

David Cooper called the meeting to order at 6:06 pm.

Announcements: Kudos to Holly for the latest issue of The Beacon. Kudos to Veronika for her social media work during the shutdown and David will draft a resolution acknowledging her work.

Approval of the Agenda: Agenda was approved with consensus.

Reports:

1. Secretary Report – *M/S/P Minutes of March 25, 2020, approved.*
2. Financial Status and Treasurer's Report – See report. Our investments fared better than the market has. As soon as we go back to normal operations Harry will proceed with getting the coop reimbursement for Dan Murphy's work.
3. Gift Shop Report – See report.
4. BLM Update – See report.
5. Fog Signal Building Restoration – See report.
6. Tower Report – See report.
7. Power Line Report – See report.
8. Capital Campaign/Grants Report – See report. Jim suggested sending a book and accomplishment brochure to all local Chambers of Commerce and offer to come talk to them about us to get our work out in the public eye prior to the campaign.

Old Business:

1. Zale was going to clean, but you can't find isopropyl alcohol due to the pandemic so cleaning is on hold for now. Neither Ryan nor Zale has heard from Jim Woodward, Zale will try to connect with him this week.

New Business:

1. None

Discussion Items:

1. None

Board meeting adjourned at 7:04 pm.

Minutes recorded by Holly Gant

Appendix 1: Treasurer's Report 4/22/2020 – Harry Thorpe

TREASURER'S REPORT for March 2020

1. OPERATIONS INCOME: Last Month: \$2,236.14 YTD: \$14,327.15
PROFIT: Last Month: \$137.34 YTD: \$1,185.25*

*Excludes Shoreline Engineering: \$5,425

TOWER RESTORATION FUND BALANCE: \$12,662.03

BLM SUPPORT EXPENSE: Last Month: None YTD: \$255.15

BALANCES: PP Bank: \$5,158.10 ASAP: \$35,934.12

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>
Mar 2020	568,597.10	<42,869.90>	913.17	--	--	526,640.37
Feb 2020	584,973.27	<17,254.76>	878.59	--	--	568,597.10
Jan 2020	583,643.39	481.20	848.68	--	--	584,973.27

3. OTHER:

- Reviewed February/March transactions – made adjustments.
- Conducted additional phone review with BLM Admin to review Cooperative Agreement expenses.
- Submitted SF 270's for FSB and school tours.
- Awaiting final BLM audit report for reimbursement – funds on hold.
- Received invoices from Shoreline Engineering (tower) and Wellsona Engineering (FSB).
- Light station closed @3/24 due to COVID-19 pandemic.
- Future operations on hold.

Harry M. Thorpe, Jr.
Treasurer

Appendix 2: Gift Shop Report 4/22/2020 – 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	3,350	3,641	4,665
2020	2,202	2,764	1,653			

*Government shutdown effected Dec 2018 and Jan 2019

*COVID-19 shutdown effected March and April 2020

	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	6,804	4,722	2,070	3,656	2,717	3,719
2020						

	Jan - Jun	TOTAL
2011	\$ 9,415	\$ 22,042
2012	\$ 8,580	\$ 23,178
2013	\$13,513	\$ 30,184
2014	\$15,518	\$ 32,259
2015	\$16,678	\$ 36,136
2016	\$13,953	\$ 31,620
2017	\$16,458	\$36,349
2018	\$19,431	\$39,075
2019	\$16,841	\$40,529
2020		

Appendix 3: BLM Report 4/22/2020 – Ryan Cooper

When we get to go back to work

Start with a Volunteer Summit

-This will allow us to welcome back our volunteers and also do a little training on how things may change at the Light Station due to Covid-19.

Change in tour format

- Tours will be more of an open house type tour.
- Limit tour sizes. Probably 30-40 weekdays and 60 on weekends.
- Watch room closed.
- Eliminate touch pad educational activities.
- Limit number of people in the rotunda at one time

Determine if this type of tour is our new normal or if we go back to regular tours.

Future Projects

Parking Lot Redesign

-We received funding to redesign and chip seal the bottom parking lot to hold vehicles more efficiently.

Coast Guard Unit Roof

-We also received funding to reroof the Coast Guard units.

Bathrooms

-PR will be entered soon for the new restrooms.

Special Event:

Eroica	September 27
Hike in Tours	Last Wednesday in June, July and August.
School Tours	Start back in the fall?

Tour Numbers

Month	2014	2015	2016	2017	2018	2019	2020
October	637	605	516	500	506	441	535
November	622	503	474	357	523	433	334
December	404	464	426	273	829	251	518
January	661	731	623	266	608	0	715
February	573	570	572	284	780	318	578
March	696	754	560	502	662	784	185
April	663	616	581	666	684	790	0
May	432	629	352	572	362	555	
June	658	916	521	787	732	698	
July	1178	990	850	1125	1169	1085	
August	985	809	693	836	1001	819	
September	601	481	442	437	591	374	
Total	8110	8068	6610	6605	8447	6548	

*partial

Appendix 4: Tower Report 4/22/2020 – Jim Harris

Bruce Elster has completed his computer upgrade, and his program with 250K elements now runs a simulation in around four minutes. He has completed the modeling of the existing tower and is well along the way to modeling the stabilization design (eight channels with tension rods and enhanced openings). Because of the shelter in place policy the meeting of Bruce and Dan Murphy to discuss the construction plans and the associated rough estimated costs was not held, and therefore there is no information to be presented at this April meeting. Hopefully, the estimated cost estimate will be available in May, along with some pretty graphics of the modeling.

Appendix 5: Underground Utilities Report 4/22/2020 – Jim Harris

The undergrounding of the PG&E electrical supply lines project remains on hold. Connected Energy submitted a draft white paper design and cost estimate in March. The original plan was to have Maxwell Muscarella and Sean Cassidy of Connected Energy along with Brian French present their work to the PBLSA Board at the March meeting. Since the March and April meetings are conference calls, this has been postponed until May (hopefully) so that they can present in person. Then, the board will be able to review the white paper and make its recommendation for future action on the concept of pursuing the design of a sustainable option to allow electric power for the light station to be provided with or without grid input using a microgrid system with solar and motor generator input and battery storage.

Appendix 6: Capital Campaign/Grants Report 4/22/2020 – Jim Harris/Holly Gant/David Cooper

David Cooper and Jim Harris attended (virtually) a “Capital Campaigns” workshop at Spokes on April 8. Consuelo Meux, CEO of SPOKES, organized the workshop and the presenter was Yvon Gresser, a consultant for capital campaigns (and a potential consultant for our capital campaign). She went through the ten steps for achieving a successful capital campaign. She also recommended a number of books that she relies on for her approach to running a capital campaign; David has purchased two of them for the PBLSA library. The plan to initiate the capital campaign continues to be obtaining a set of three proposed consultants who will be reviewed by the committee and then presented to the PBLSA Board for their decision. Unfortunately the public health crisis has put planning on hold since the last meeting. Hopefully we will have more progress to report at the May board meeting.