

Piedras Blancas Light Station Association
Minutes from Board Meeting
Rabobank Conference Room - Cambria, CA
December 2, 2015

Board Members in attendance: Tim Postiff (Vice chair), Harry Thorpe (Treasurer), John Brass, Jim Harris

Board Members absent: Jackie Howland, David Cooper

Others present: Holly Gant, (PBLSA), Ryan Cooper (BLM), Jodie Nelson (BLM), Zale Schuster

Tim Postiff called the meeting to order at 6:00 pm.

Announcements: None

Approval of the Agenda: The Agenda was approved by consensus.

Reports:

1. Secretary Report – *M/S/P Minutes of October 23, 2015 approved.*
2. Financial Status and Treasurer's Report – See Appendix 1. See revised September report.
3. Gift Shop Report – See Appendix 2.
4. BLM Update – See Appendix 3. Jodie is working with CSP Interpreter Cara O'Brien for an educational outreach program. Intern Jake Castellanos will be returning for 8 weeks. Met with Ventana Wildlife Society and they may start using the office.
5. Tower Update – See attached. Jim stressed that we should continue with the tower and complete the FSB because it's been in limbo for years. Harry was concerned about not having money to finish too many projects. He emphasized that fundraising is needed. Zale suggested building the least expensive and lightest weight representation of the top now to draw people and funds. Harry expressed concerns about adding anything to the top without retrofitting.

Old Business:

1. 2016 meeting dates finalized with Rabobank

New Business:

1. FSB- Bolt testing is the deciding factor and then it can go out to bid. After the bolt testing phase, the other phases can be done in any order with the beams last. Agreement will be renewed in Sept 2016. \$73K approved but not transferred; \$29K left for FSB to draw against.
2. GS Prices- M/S/P approved new prices for Jan 1 on a trial basis. Formation of a revised GS committee will be discussed at next meeting.

Board meeting adjourned at 7:48 pm

Appendix 1

TREASURER'S REPORT for September 2015 (Revised)

1. OPERATIONS INCOME: Last Month: **\$3,347.50** YTD: **\$42,983.71**

PROFIT: Last Month: **\$ 665.20** YTD:** **\$6,638.37**

BLM SUPPORT EXPENSE: Last Month: \$285.26 YTD: \$69,692.56

BALANCES: H. O. Bank: \$17,462.55 ASAP: \$73,272.01

** 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>
Sept 2015	572,950.62	<7,848.28>	1,162.71	--	--	566,265.05
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

*** -2.6% since May 2015

3. OTHER:

- Audited September transactions.
- Conducted Investment Committee meeting with Fidelity advisor.
- Expanded detailed accounting manual with Holly.
- Discussed cancelled property insurance policy with insurance agent.
- Discussed retail implications with insurance agent.
- Attended BLM planning meeting.
- Completed several month end transactions in Holly's absence.

TREASURER'S REPORT for October 2015

1. OPERATIONS INCOME: Last Month: \$4,092.75 YTD: \$46,600.29

PROFIT: Last Month: *\$1,091.51> YTD: **\$5,556.35

BLM SUPPORT EXPENSE: Last Month: \$6,881.13 YTD: \$77,303.19

BALANCES: H. O. Bank: \$11,163.26 ASAP: \$73,272.01

* Depreciation (A): \$776, Beacon (Q): \$554

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

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>
Oct 2015	566,265.05	12,341.13	795.88	--	--	579,402.06
Sept 2015	572,950.62	<7,848.28>	1,162.71	--	--	566,265.05
Aug 2015	583,361.93	<11,348.40>	937.09	--	--	572,950.62***

*** -2.6% since May 2015

3. OTHER:

- Audited October transactions.
- Filed 3Q sales tax.
- Filed 3Q ASAP report.
- Met with retail owner, advisor and accountant.
- Prepared first draft of retail issues and concerns for Board review.
- Worked with insurance agent to find new property coverage.
- Made small investment trade per Board approval.
- Filled in during Holly's absence – posted all transactions.

Harry M. Thorpe, Jr.

Appendix 2: 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	2,609	3,216	2,258	

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

Attachment 3: BLM Report

BLM Update 12/2/2015

State Parks Superintendent

State Parks has a new superintendent. Some of you may already know Dan Falat. He worked on the coast several years ago and is now back. I had a chance to meet him briefly last week and look forward to working with him in the future.

Photo Tour

The Photo Tour went great. It was a good learning experience and we look forward to having more events similar to that in the future.

Communication Tower:

The work has been started to renew contracts with the users but we are still waiting for a few people to respond to the letter sent out a few months ago.

Fog Signal Bldg (FSB):

We have met with Bruce Elster and I believe everyone has received Harry's notes from that meeting. We have a plan of attack and can move forward when money is available.

Special Event:

December 11th – Volunteer Appreciation / Holiday Party

Jan 7 – Feb 10th ACE work crew at Light Station

February 13th – Birthday celebration

March 5th – Whale Tour

Educational Outreach:

We had Monarch Grove out today and we had Del Mar out a few weeks ago. Everything is running smoothly.

Water System:

Still waiting to hear from State Parks about easement. The current system is running well.

Entry Gate:

Dan has been busy with a project in Yosemite and has not had a chance to make the changes we talked about last month.

Motel

Jackie, Jodie and I are working on the application. We are shooting to have something to present to you during the January or February Meeting.

Unit D

Unit D has been painted and we have a few more things to prep before we put the floor in.

Attachment 5: Tower Update

Summary of tower top project
12/2/15 Jim Harris

Upon recommendation of Ryan Cooper and concurrence by Jackie Howland, Bruce Elster will not be present at the December 2 PBLSA meeting, and will focus his efforts on finishing the final documentation for the first phase tower study. It is expected that his additional effort will add a few thousand dollars over the initial estimated budget of \$22K. Bruce is planning to meet with Drs. Cole McDaniel and Peter Laursen of Cal Poly during their winter break as a final step to integrating their experimental results into the final report; he is aware that after the final report, the project may be put on pause as the PBLSA board and BLM perform strategic planning for the restoration of the light station.

For reference, please refer to the summary of the October 22, 2015 meeting with Ryan Cooper, Zale Schuster, Bruce Elster and Jim Harris at Shoreline that was presented at the October 28, 2015 PBLSA meeting. The consensus is to stabilize the tower with option 3 using a "worst case" for the top three levels - this means that all replacement options for the top three levels can be accommodated, and it includes the refurbishing of the windows. So, the tower stabilization work is defined. Bruce cannot give an estimate of what that stabilization work would cost at this time, as it is not a simple process to obtain such an estimate (but he understands the need for such an estimate for the Board's consideration). In addition, it is confirmed that sophomore majors in the Architectural Engineering Department of Cal Poly are instructed in the use of the REVIT solid modeling tool. Therefore it is very promising that the proposed plan for developing a solid model of the tower top with a Cal Poly part time intern until the direction of Bruce Elster with Zale Schuster as part of the second phase of the tower can be implemented at a very reasonable cost.

I recognize that the tower top study cannot continue to its final phase until given direction by the Board and the BLM. In lieu of a professional estimate of the cost of the tower stabilization and replica top construction, I reviewed the BLM Business Plan 2009-2013 documents, and in particular the "Piedras Blancas Light Station Restoration and Management Priorities 2009-2013" signed by Tim Smith, Bakersfield Field Manager, BLM (March 3, 2008). In this document the total Historical Restoration (2009-2018) costs are estimated to be \$9.34M. Along with a lot of other items, the Lighthouse restoration costs are estimated to be \$2.5M for Tower Stabilization and \$5.0M for Replica Construction for the top (fourth landing, watch room, and lantern room and lens). In addition, the replica construction cost estimate for the head light keeper's cottage is \$306K, the Victorian triplex (assistant light keepers and family) is \$725K, and the barn is \$160K. I suggest that until further study, these are the best (and official) estimates.

I wish to present a personal observation and suggestion for the Board's consideration as we go forward in the year 2016. The big anticipated event is the designation of the PBONA as a National Monument, and the subsequent BLM and Cal Parks planning that will follow. This event will give a high priority for the development of the Visitors Center at the Motel, as well as other requirements for the future. I suggest that the light station restoration planning, while related, can be a separable planning effort. The Board with BLM direction could pursue a revision and update to the 2009-2013 BLM document referenced above. This revision can be a valuable effort for the National Monument work that will be needed, and is entirely consistent

with the intent of that document I would assume. Based upon the results of that revision, the Board and the BLM will have a vision of the future. Now in the context of this suggestion for discussion, I recommend that we define and support the second phase of the tower study project with Shoreline Engineering as soon as possible. The rationale for this recommendation is that we have momentum for the effort at this time (we won't be able to perform the study more economically). In addition, the estimated costs for the study should be on the order of tens of thousands of dollars and should be compared with the estimated restoration costs of millions of dollars – an investment of tremendous value for our planning.

PIEDRAS BLANCAS LIGHT STATION ASSOCIATION
Meeting with Shoreline Engineering on November 10, 2015
Fog Signal Building

ATTENDEES: Bruce Elster, Ryan Cooper, John Brass, Harry Thorpe

REMOVAL OF STITCHES

Bruce suggested that original proposed “stitches” were most likely not needed now that the foundation is in place. The existing cracks could simply be repaired by (option 1) filling or (option 2) re-pointing if it was desired to cover them up. Painting would probably cover the cracks with either option. (Note: Painting is optional.)

RE-BOLTING OPTIONS

Bruce had reviewed plans with a firm which suggested angled retrofit bolts. Bruce favors the original option of “straight” bolts that would eliminate possible fault areas. That plan calls for 36 wall bolts and 28 top-of-wall bolts.

PHASES

Time was spent focusing on the possible phases of the retrofit of the FSB. Changes are possible as each phase is completed.

Phase 1: Bolt Testing Phase

- Includes testing four wall bolt sites and four top-of-wall bolt sites.
- Top-of-wall bolts would require removing small portions of the roof.
- Phase would conclude with minor roof repair.
- Phase would be about 3-5 days with preliminary estimate of \$10-15,000. Wellsona (Dan), CCE (Ron) and Bruce would be involved in this phase.
- Any changes to plans needed would be done at the end of Phase 1.

Phase 2: Doorway Reconstruction

(Note: Phases 2 and 3 can be performed in reverse order.)

- Crack above doorway is severe and area around it must be reconstructed. That area would be removed; some bricks would be replaced and restored.
- Two other cracks will also require reconstruction.
- Replacement bricks must be of like strength materials – using a contractor with restoration experience is critical to the success of this phase.
- Phase is estimated to require 4-6 weeks – costs have not yet been estimated.

Phase 3: Roof Replacement

- Roof must be replaced and enhanced to conform with overall plan.
- Special diaphragm and bolts are part of the solution.
- Phase is estimated to require 3-4 weeks – costs have not yet been estimated.

Phase 4: Re-pointing

- All bricks that are repaired will require being re-pointed.
- The recommendation is to utilize the same vendor used in Phase 2.
- No estimates have been made yet.

Phase 5: Beam Implementation

- This phase includes the installation of four steel beams and bolts.
- Details of this phase will be developed at a later date.
- Optional: installation of indirect lighting behind beams and wood veneer.
- Phase is estimated to require 4-6 weeks – costs have not yet been estimated.

NEXT STEPS

Ryan will contact BLM/Denver to obtain general sign-off on plans to date.

Ryan/Bruce will talk with Simpson-Strong Tie Company for possible involvement/contribution.

A meeting will be scheduled at PBLs with Bruce, Ryan, Dan, Ron, Harry, et al to discuss Phase 1.

Harry will submit a funding request (co-op agreement) to the BLM for Phase 1.

NOTE: All estimates are preliminary and subject to change.

Harry M. Thorpe, Jr.

Gift Shop Pricing

Includes current wholesale and retail prices and recommendations for price increases on select items.

BOOKS	WHOLESALE	RETAIL	POSSIBLE		WHOLESALE	RETAIL	POSSIBLE
ABBIE, KEEP THE LIGHTS BURNING	\$3.70	\$9.00	\$10.00	MUGS	\$6.30	\$12.00	\$14.00
COOKBOOK, DINNER AT THE LH	\$10.60	\$15.00	\$20.00	ORNAMENT	\$4.30	\$10.00	
ELEPHANT SEALS	\$5.40	\$8.00	\$10.00	PASSPORT	\$7.30	\$10.00	
MY SUMMER AT THE LH	\$12.30	\$16.00		PATCH	\$1.80	\$5.00	
PT. PB HISTORY	\$11.90	\$20.00		PIN	\$3.00	\$5.00	\$6.00
BOOKLET, BRIEF HISTORY OF PB	\$2.90	\$7.00		PINT GLASS	\$4.40	\$10.00	
CAPS				PUPPETS			
BLUE	\$8.60	\$15.00	\$16.00	BABY OTTER	\$9.00	\$15.00	\$16.00
TAN	\$14.00	\$18.00		DOLPHIN	\$13.50	\$25.00	\$28.00
CARDS				HARBOR SEAL	\$18.50	\$25.00	\$28.00
BOOKMARKS	\$0.50	\$1.00		SEA OTTER	\$16.50	\$25.00	\$28.00
ARCHITECTURAL CARD	\$0.50	\$3.00		SEA LION	\$10.00	\$15.00	\$16.00
JUDY LYON CARD	\$1.00	\$4.00		T-SHIRTS			
PHOTO/FLORAL CARD	\$2.00	\$4.00		BLUE LS ADULT	\$12.00	\$22.00	\$24.00
SET OF 5 JUDY LYON	\$5.00	\$15.00		GRAY LS ADULT	\$12.00	\$22.00	\$24.00
POSTCARDS	\$0.10	\$0.50		SEPIA LS ADULT	\$16.00	\$22.00	\$24.00
COASTERS	\$26.40	\$26.00		BLUE SS ADULT	\$9.30	\$16.00	\$18.00
PUZZLE	\$5.25	\$10.00		NAVY SS ADULT	\$10.00	\$16.00	\$18.00
SHOT GLASSES	\$2.50	\$5.00	\$6.00	BLUE SS YOUTH	\$9.50	\$12.00	
TILE	\$5.24	\$10.00	\$12.00	FLEECE			
WHISTLE	\$3.20	\$6.00	\$7.00	FLEECE JACKET	\$27.50	\$40.00	\$45.00
MAGNETS				FLEECE VEST	\$26.00	\$35.00	\$38.00
LOGO	\$2.00	\$2.50		SWEATSHIRTS			
PHOTO	\$2.50	\$5.00		NAVY	\$20.70	\$28.00	\$30.00
LIGHTHOUSE MAP	\$3.60	\$8.00	\$10.00	STONE BLUE	\$20.70	\$28.00	\$30.00
POSTERS/PRINTS				STUFFED ANIMALS			
JUDY LYON PRINTS	\$5.00	\$25.00		ESEAL	\$3.00	\$10.00	
JUDY LYON PRINTS FRAMED	\$15.00	\$50.00		HARBOR SEAL	\$4.40	\$10.00	
SUNSET PRINT	\$5.00	\$20.00		OTTER	\$4.40	\$10.00	
MARK ARNOLD POSTER	\$2.60	\$5.00		SEA LION	\$4.00	\$10.00	
Best sellers overall							

Best sellers in category

Notes:

- Prices were lowered in mid 2012, merchandise began selling faster, and income increased.
- Although tour attendance is down this year, revenue continues to increase.
- With tax included in the price now, items are priced at a whole dollar amount (with the exception of 50 cent postcards) so the cashier doesn't have to make detailed change with coins. That keeps the operation streamlined and keeps visitors moving through the checkout process faster. Visitors have also remarked that it's easier to shop when they know the total price ahead of time.