

Piedras Blancas Light Station Association  
Minutes  
Rabobank Conference Room - Cambria, CA  
December 5, 2018

Board Members in attendance: David Cooper, Tim Postiff, Harry Thorpe, Jim Harris, John Brass, Zale Schuster, Gary O'Neill

Board Members absent: None

Others present: Ryan Cooper (BLM), Holly Gant (PBLSA), Jim Woodward (lampist)

David Cooper called the meeting to order at 6:00 pm

Announcements-  
None

Approval of the Agenda: Agenda was approved with consensus.

Reports:

1. Secretary Report – *M/S/P Minutes October 24, 2018, approved.*
2. Financial Status and Treasurer's Report - See report. The board thanked Harry for the Coop Agreement he worked on and sent to BLM.
3. Gift Shop Report- See report.
4. BLM Update- See report.
5. Fog Signal Building Restoration– No report.
6. Tower Report - See report Jim noted that Pigeon Point's renovation will involve girdles. Jim emphasized that David Wessel's expertise is in composite materials and masonry. The plan is to formulate a plan and then bring it to the public for comment and the capital campaign. Ryan emphasized that BLM district office staff should be involved as the planning continues.
7. Power Line Report – See report.
8. Fresnel Lens Update – The lift didn't fit, but Zale got scaffolding to access the top of the lens. The enclosure is really looking bad with corrosion and missing parts. Jim Harris asked if there was a cost estimate for the proper care of the lens so we can search for appropriate grants in the event BLM negotiates a lease with the Coast Guard after the Lions agreement ends in 2021. Jim Woodward gave an example of the Hog Island, VA, lens that is in a USCG approved structure with UV glass, security alarms, heat/AC, etc. and that cost \$65,000 ten years ago. His estimate to crate, move and reassemble our lens would be about \$80-100,000. Insurance policy for the lens from a Michigan company for museums/nonprofits would be about \$750/year. Harry suggested we research the insurance policy. Ryan said the BLM is self-insured and may be an easier option to transfer the lens. There was preliminary and speculative discussion about the board's possible support for the crating, moving and storage of the lens and Zale suggested and Jim W. concurred that we should send a memo to Arlyn Danielson stating that we are ready to take proper ownership of the lens. No final decisions were made. Further discussion about the lens was postponed until the next board meeting. Zale will formulate a report for each meeting with updates on the lens so it will be public record from now on.

Old Business:

1. Capital Campaign: Grants Report – See report. Planning part is equivalent to a strategic planning meeting and SPOKES will help us develop a capital campaign plan. SPOKES doesn't supply a feasibility study. Harry would like to see examples of prior campaigns so we have an idea of what's possible. Jim would like publicity in the paper when we receive a check from SPOKES. Holly to work with the SLO Community Foundation on a standard press release when we get the funding. David, Jim, Harry and Holly will be on the capital campaign working group. Once the SLO Community Foundation issues the check and we have a press release we'll have

- a meeting with SPOKES. David will contact SPOKES for a capital campaign.
2. FSB Engine – There was no response from our SLO Tribune classified ad.

New Business:  
None

Discussion Items:

1. MOU between Lions and PBLSA- David asked Zale to contact Art Chapman and let him know that we wish to move forward informally without an MOU.
2. Bylaws- David met with a SPOKES consultant and they prepared a memo on ways to simplify and revise our bylaws and bring it up to date with current CA statutes for nonprofits. David wonders if we can get away with revising current bylaws or junk them and create a new set of bylaws that will have to go through the CA certification process. There are committee bylaws, term of office bylaws, etc. that need to be addressed. David asked for board approval to move forward with the bylaws audit. *M/S/P David to continue a bylaw audit with a SPOKES consultant up to \$500.*
3. Gary asked Ryan to find out if BLM has an artist in residence program we could use for a portfolio that we can use as publicity, fundraising, etc.

Meeting adjourned at 7:36 pm.

Minutes recorded by Holly Gant

**TREASURER'S REPORT for October 2018**

**1. OPERATIONS INCOME:** Last Month: \$11,507.67 YTD: \$59,177.83  
**PROFIT:** Last Month: \$6,062.19\* YTD: \$10,360.33\*\*  
**TOWER RESTORATION FUND BALANCE:** \$6,538  
**BLM SUPPORT EXPENSE:** Last Month: \$3,662.71 YTD: \$50,767.99  
**BALANCES:** PP Bank: \$106,195.82\*\*\* ASAP: \$57,074.00

\*Excluded – Reimbursement: \$38,430, Special Events: \$7,211.17

\*\*Excluded YTD: \$95,643.86

\*\*\*Pending receipt of Wellsona Invoice

**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>
<b>Oct 2018</b>	501,038.70	<15,501.22>	943.27	38,000	--	522,594.21
<b>Sept 2018</b>	501,084.48	<946.89>	901.11	--	--	501,038.70
<b>Aug 2018</b>	497,240.39	2,771.46	1,072.63	--	--	501,084.48

**3. OTHER:**

- Reviewed September/October transactions – made adjustments.
- Transferred \$38,000 reimbursement from Rabobank to Fidelity reserve account.
- Transferred \$97,037 for Phase 2 funding from ASAP to Pacific Premier Bank.
- FSB project is on hold until after January 1, 2019 – see status report.
- Filed and paid sales tax for third quarter.
- Transferred \$4,901 (Soiree profit) to Tower Restoration Fund.
- Started working on Cooperative Agreement annual status report.

*Harry M. Thorpe, Jr.*

## Attachment 2: Gift Shop Report 12/5/18 – 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

	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	

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

### **Attachment 3: BLM Report 12/5/18 – Ryan Cooper**

### **Attachment 4: Tower Update 12/5/18 – Jim Harris**

Bruce Elster continues to be very busy completing various projects and spending time with family over the holidays, but hopes to be fully committed to the tower study at the beginning of next year. On November 8 Bruce and Jim Harris met with David Wessel, Stephen Farneth and Glenn Mathews of Architectural Resources Group at their offices in San Francisco: the trip report of that visit is presented below. As a follow-up on the November 8 meeting with ARG, Bruce has held discussions with Dan Murphy regarding the constructability/feasibility of inserting tendons into and around the tower to improve the tower's strength.

The suggested course of action for the Board to consider is to proceed with a design review of the status of the work performed by Shoreline Engineering that is organized by the Architectural Resources Group and held at a location on the central coast (preferable at the PBLS). The goal of the review would be to provide concurrence of the attending members for the design approach to stabilize the tower and replicate the top three levels of the tower. The schedule of the design review can be coordinated with the proposed capital campaign effort in 2019, and the design review can be followed with a subsequent meeting with the public to obtain their input for the next steps in the restoration of the tower.

Architectural Resources Group Trip Report on November 8, 2018

Jim Harris and Bruce Elster, November 10, 2018

Bruce Elster and Jim Harris on Thursday November 8, 2018 attended a meeting with David Wessel, Stephen Farneth and Glenn Mathews of Architectural Resources Group at their offices at Pier 9, The Embarcadero, Suite 107, San Francisco, California 94111. We drove up in the morning arriving at their offices around 11:30am and drove back after leaving their offices around 2:00pm. After introducing ourselves, Bruce discussed his engineering work on the Piedras Blancas Lighthouse using the original engineering drawings and leaving a copy of his phase one engineering work; he also provided David Wessel with a usb stick with a copy of other relevant material on the lighthouse tower. The ARG provided all with lunch and we continued our discussion. Stephen Farneth, the founding principal, shared a copy of their report dated December 2008 on their evaluation of the Pigeon Point Lighthouse, including their recommendation for its restoration and preliminary cost estimate. It was mentioned that ARG also does construction as well as the architectural and coordinating engineering design work on projects. We also continued our discussion of the restoration effort for the Piedras Blancas Lighthouse, including future plans for a capital campaign to support the cost of the effort.

In response to the consideration of what direction to take after this meeting, Stephen suggested the idea of a charrette to review the engineering design work that Bruce is doing, and that ARG would be willing to organize such an event, either in San Francisco or down at Piedras Blancas. We extended an invitation to visit the site, and David replied that he was coming to San Luis Obispo to review some conservation work that he was performing on the Dallidet Adobe, and that would be a convenient time for him also to visit the light station. A possible schedule for the collaboration between the PBLSA and ARG would be that after David's site visit in the Spring, the charrette would be held, to be followed by a public meeting of the community to discuss the restoration of the lighthouse. Stephen indicated he may be available for a site visit prior to springtime; but, we would need to coordinate the time that worked for everyone. At the public meeting it could be possible to announce the planned initiation of a capital campaign to raise the funds to support the construction of the design for the restoration of the tower. At this point we agreed to stay in touch and thanked our hosts for their interest and hospitality.

## **Attachment 5: Power Lines Report 12/5/18 – Jim Harris**

After first indicating the schedule for the timeline estimate for undergrounding the power lines at Piedras Blancas Light Station would begin on December 16, Bob Burke revised the indication to January 10, 2019. We will continue to monitor the progress of PG&E towards getting a timeline and cost estimates for the project. Brian French continues his study of microgrid controllers for inputs of solar, motor generator, and grid power with outputs for the distribution of electrical power to the light station. There are at least ten recommended microgrid system models under consideration at this time. We now look to the capital campaign planning for understanding the future electrical power requirements of the light station.

## **Attachment 6: Capital Campaign: Grants Report 12/5/18 – Jim Harris/Holly Gant**

On November 19, Holly received word from the Community Foundation of San Luis Obispo County BUILD program that the PBLSA proposal for \$2500 to assist us in initiating a capital campaign to complete the restoration of the light station was awarded. The grant will begin January 1, 2019 and continue through December 31, 2019. Relevant excerpts from the proposal follow:

### **Program Narrative**

The PBLSA is embarking on a capital campaign to provide funds for restoring the Piedras Blancas Lighthouse. We are requesting \$2,500 to support the development of the capital campaign plan and the capital campaign feasibility study. For the plan we will use our membership in SPOKES to provide access to their capital campaign 101 consultant for 20 hours of consultation at \$75 per hour. Upon completion of the plan we will use the Spokes-recommended Netzel Grigsby in Santa Barbara to create the capital campaign feasibility study. A board member will be selected to act as the liaison between the PBLSA and the consultants. Our initial focus is funding the tower restoration estimated roughly at a \$5M goal. The tower is our first priority not only because of its overall deteriorating condition and seismic instability, but because it is the focal point of the light station and the most obvious building in need of restoration. Putting the top three levels back on the lighthouse is a project that has the potential to grab people's attention and garner support from donors much more so than building a barn, for example, and once that has been completed, we can then move onto fundraising for the remaining buildings and undergrounding utilities. With our acquired knowledge on successfully completing a capital campaign for the tower, we should be prepared to initiate, plan, and implement this capital campaign for completing the restoration of the Piedras Blancas Light Station.

### **Line-Item Grant Request Budget**

#### **PBLSA Capital Campaign Planning Budget**

	PROJECT BUDGET	BUILD GRANT
<b>Expenditures</b>		
<b>Capital Campaign Plan</b>		
SPOKES organizational membership	\$300	
SPOKES Capital Campaign 101 consultation (20 hours @\$75/hr)	\$1,500	\$1,500
<b>Capital Campaign Feasibility</b>		
Netzel Grigby consultation (estimate)	\$20,000	\$1,000
<b>TOTAL BUDGET</b>	<b>\$21,800</b>	<b>\$2,500</b>

The complete electronic copy of the proposal is available from Holly Gant upon request. The first requirement of the grant is to provide recognition publicity for the award from the Community Foundation of San Luis Obispo County in January 2019.