

Piedras Blancas Light Station Association
Minutes
Rabobank Conference Room - Cambria, CA
December 7, 2016

Board Members in attendance: Jim Harris (Chair), Tim Postiff (Vice Chair), Harry Thorpe (Secretary/Treasurer), John Brass, Gary O'Neill, Zale Schuster, Ryan Cooper (BLM)
Board Members absent: David Cooper
Others present: Holly Gant (PBLSA)

Jim Harris called the meeting to order at 6:02 pm.

Announcements: Chair reminded the board that PBLS holiday party is Saturday, 12/10 from 3-7 pm. Please RSVP. There will be a presentation on the SS Montebello at Rabobank on 12/22.

Approval of the Agenda: Agenda was approved with consensus. The Chair emphasized the following topics for tonight's meeting: BLM report, gate dedication, FSB, Beacon. Will defer discussion item to January if time is limited.

Reports:

1. Secretary Report- *M/S/P Secretary's Report Minutes of October 26, 2016 approved.*
2. Financial Status and Treasurer's Report - See Attachment 1. Harry suggested possibly apportioning amount for insurance all year. We were hit with \$4K in November.
3. Gift Shop Report- See Attachment 2. Holly expressed concern on continued dwindling numbers, but board said it was probably due to lower visitation this year. Jodie and Holly will meet with someone from The Garden Shed regarding new display ideas to better showcase merchandise and make it more inviting to shop.
4. BLM Update- See Attachment 3. Ryan meeting with Lee Armitage 12/9 on how to install the chase system. Heaters are now running in shed. SCA crew completed painting of gift shop today. May paint the tank house next week if there's equipment to reach eaves. Drive in open house tour on 12/28- \$25 per car. Morro Bay Bird Festival- we might have a booth with Carrizo and CCNM. 1/29- Lighthouse Foundation Fundraiser (helps troubled youth) Sunday brunch and auction. Attendees will be bussed out from Atascadero for event and tour. Entry gate- Dan Murphy is worried about someone hitting the gate. Bollards with small interpretive signs would protect it from being hit by cars. Automatic gate should be fixed tomorrow.
5. Fog Signal Building Restoration- See Attachment 7. Jim asked the board for their comments about using Wellsona Ironworks. Tim queried about Yosemite Fund. Harry said their quote was \$125K (\$25-30 for housing). Bruce Elster said that seemed reasonable. Harry was concerned about that quote and wanted a couple of other quotes. John suggested getting 3 quotes with a completion date and penalties for running over. Re: Wellsona Ironworks- Bruce and David have high respect for Dan's work. Tim and Gary agree that we could see Dan's bid and if that seems too high or progress on his current project seems too slow then reject bid and send out to bid. Harry anticipates that Dan would attend February meeting with a proposal and present his credentials and past projects so the board felt comfortable about his abilities. Tim asked if the board would feel ready to accept Dan's bid at February meeting if everything added up and his credentials seem good. *M/S/P approved motion for completion: "Based upon the email from Jim Harris on 11/14/16 distributed to the Board for their review 11/16/16 and with no objection from Ryan Cooper (BLM), the PBLSA requests that Dan Murphy of Wellsona working with Harry Thorpe (PBLSA), Ryan Cooper (BLM), and Bruce Elster (Shoreline) prepare and*

submit by February 10, 2016 a construction proposal and bid for the completion of the Fog Signal Building restoration using three phases based upon a not to exceed cost with a time and materials contract including estimated start and completion dates for each phase, and which addresses any necessary bonding requirements and a possible, future revision by SHPO for any additional requirements; it is expected that the proposal will include local subcontractors for its performance and provisions for the use of volunteer labor." Harry to lead effort with Ryan and Bruce; Dan to submit written proposal bid on February 10 and give presentation to the PBLSA board meeting in February. Gary found out what the two signal engines are- the big one was made in Australia. A working engine would be \$40K. He also is looking for an engine for a static display.

6. CC NM / Entrance Gate Update- See Attachment 5. Date- 2/18 birthday tour in morning and gate dedication at 1:30 pm. Invite anyone who has an association with the PBLSA for years and the donors in Jim's name. Holly to send announcement to donors about dedication. Tim to talk with Liz Covello about catering and the Harmons about music. Gary and Jim offered to help Tim. Gary suggested using large rocks rather than bollards in front of gate, possibly adding plaque to rocks; Ryan to contact State Parks. Current concept is plaque for Jim Boucher on one side of gate and interpretive sign on the other side. Jodie to get list from memorial for invitees. Ryan thought we could fit 150 people. Abel could look at past volunteer lists for invitees. Jim suggested covering rock and then unveiling it during short ceremony (30 minute max) with ribbon cutting; Ryan will be emcee. Possible speakers for short dedication: Jack Morehead to speak for association? John Skibinski to speak for BLM? Nick Franco, Carole, Abel to say a few words? Ryan suggested those who want to can walk down for the unveiling, otherwise stop on your drive out. Holly to start plaque wording and send via email for discussion. Ryan suggested having a brass plaque mounted on the gate. Jim to write tower report, Harry to write FSB report for guests who are walking around grounds.
7. Tower Update- See Attachment 4. Harry was concerned about not receiving any recent bills from Bruce; Jim will follow up.
8. Power Line Project – See Attachment 6. PG&E is moving power lines in Big Sur to accommodate condors for \$4.2 million. Zale said the quote for burying our lines is \$100K. Holly noted poles to be buried to her residence next month compliments of the highway project.
9. Beacon Update- Holly requested all submissions for January issue be in by 12/23.

Old Business:

None

New Business:

None

Discussion Items:

1. Capital Campaign- Tabled until January meeting.

Meeting adjourned at 8:01 pm.

Attachment 1: Minutes

Piedras Blancas Light Station Association
Minutes
Rabobank Conference Room - Cambria, CA
October 26, 2016

Board Members in attendance: Jim Harris (Chair), Tim Postiff (Vice Chair), Harry Thorpe (Secretary/Treasurer), Gary O'Neill, Zale Schuster

Board Members absent: John Brass, David Cooper, Ryan Cooper (BLM)

Others present: Jodie Nelson (BLM), Holly Gant (PBLSA)

Jim Harris called the meeting to order at 6:05 pm

Announcements: Chair reminded the board that the next meeting will be on December 7th and Tim will confirm the 2017 calendar with Rabobank to include a meeting on December 6, 2017.

Approval of the Agenda: Agenda was approved with consensus.

Reports:

1. Secretary Report- *M/S/P Secretary's Report Minutes of September 26, 2016 approved.*
2. Financial Status and Treasurer's Report - See Attachment 1. Harry expressed urgency to submit a new co-op agreement before February 1, 2017 and he will meet with Jim Harris and Ryan Cooper ASAP. Investment Committee meeting will be held in late November. 2015 tax returns were completed. Issue on webcam logo and ad remains open; Holly will continue follow up.
3. Gift Shop Report- See Attachment 2. Committee will be adding new displays to streamline the shop and make it easier for visitors to find and buy quickly.
4. BLM Update- See Attachment 3. Carole's bricks were well received and she was very appreciative. BLM changed the educational fee schedule to \$5/person. Will begin campaigning for volunteers soon and post to website. Harry proposed having a cleaning crew clean the units once a month. Tour numbers are declining and we're not sure why. Zale suggested trimming the trees and adding better signage around the lens in Cambria to attract visitors. He will pursue this with Joe Kennedy.
5. Tower Update- See Attachment 4. Harry asked Jodie to check whether the funds required for the next phase could be secured from BLM based on previous feedback.
6. CC NM / Entrance Gate Update- See Attachment 5. Planning the gate dedication in February to coincide with the lighthouse birthday; Tim is coordinating.
7. Power Line Project – See Attachment 6. Zale recommends using the south side of the road for the horizontal drill and removing the first power pole as well. He will take the drawings and idea to the County. Old drawings show a utility easement along south side of the road. Zale will see if he can find more information.
8. Fog Signal Building Restoration– See Attachment 7. Harry anticipates that the vendor selection will be in the spring. It was noted that the FSB roof is leaking and that displays may need to be moved. Jodie will address with Ryan. Regarding retrofit- Jodie indicated that she believes BLM will defer to the Board on the open issues.

Old Business:
None

New Business:
None

Discussion Items:

1. Beacon Articles – The board agrees that spotlighting BLM properties is a good idea. Jim suggested spotlighting our national monument partners if the CCONM is signed in January. Front page for January issue should be an update on the gate. Holly to contact David for an article. We will highlight restoration projects in each issue.
2. Capital Campaign – See attachment 8.

Board meeting adjourned at 7:37 pm

Attachment 2: Treasurer's Report 12/7/16 – Harry Thorpe

TREASURER'S REPORT for October 2016

1. OPERATIONS INCOME: Last Month: \$3,870.50 YTD: \$38,620.21

PROFIT: Last Month: <\$132.08>* YTD: \$4,428.54

BLM SUPPORT EXPENSE: Last Month: \$163.94 YTD: \$17,204.74

BALANCES: H. O. Bank: \$63,447.31 ASAP: \$47,772.01

* CCNM expenses: \$735.53

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 2016	593,596.64	<6,703.28>	802.95	--	--	587,696.31
Sep 2016	592,626.44	<56.64>	1,026.84	--	--	593,596.64
Aug 2016	590,710.32	840.77	1,075.35	--	--	592,626.44

3. OTHER:

- Reviewed October transactions, made adjustments.
- Filed quarterly report for ASAP.
- Paid quarterly sales tax to CA BOE.
- Updated government websites: grants.gov, sam.gov.
- Updated CA BOE officers listing.
- Continued with FSB project support – see latest status report.
- Started to review office records.

Harry M. Thorpe, Jr.

TREASURER'S REPORT for November 2016

1. OPERATIONS INCOME: Last Month: \$2,636.50 YTD: \$41,256.71

PROFIT: Last Month: <\$3,047.02>* YTD: \$1,250.79

BLM SUPPORT EXPENSE: Last Month: None YTD: \$17,204.74

BALANCES: H. O. Bank: \$63,447.51 ASAP: \$47,772.01

* Insurance – PP/DO/Liability (A): \$3,086.00

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>
Nov 2016	587,696.31	<2,203.90>	957.83	--	--	586,450.24
Oct 2016	593,596.64	<6,703.28>	802.95	--	--	587,696.31
Sept 2016	592,626.44	<56.64>	1,026.84	--	--	593,596.64

3. OTHER:

- Reviewed November transactions, made adjustments.
- Continued with FSB project support – see latest status report.
- Consolidated office records.
- Started audit of insurance costs.
- Started audit of co-op expenses since 2011.

Harry M. Thorpe, Jr.

Attachment 3: Gift Shop Report 12/7/16 – Holly Gant

Gift Shop Committee will meet this month with a local shop owner to discuss ideas on gift shop displays.

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
2016	1,798	2,609	2,830	1,988	2,142	2,586

	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	

	TOTAL	Jan - June
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		\$13,953

Attachment 4: BLM Report 12/7/16 – Ryan Cooper

BLM Update 12/7/2016

Communication Tower:

Work has been started on configuring the computer equipment. Installation will begin in January.

Fog Signal Bldg. (FSB):

Environmental document is in process.

Special Event:

Dec 10	Holiday Party
Nov 28-7	SCA crew
Dec 12-19	SCA crew
Dec 28	Drive in open house
Jan 13-16	Morro Bay Bird Festival
Jan 29	Lighthouse Foundation Fundraiser

Educational Outreach:

Dec. 9	Monarch Grove
Dec 16	Cambria

Entry Gate:

Prep for instillation has begun.

SCA Crew:

They have been painting the gift shop and may continue with the tank house next week.

Main Entry Gate:

The gate has been broken for the past two weeks and hopefully will be fixed by this meeting.

Attachment 5: Fog Signal Building Restoration 12/7/16 – Harry Thorpe

FOG SIGNAL BUILDING RESTORATION

Status Report as of November 30, 2016

On November 9, a meeting of Ryan Cooper, Jim Harris and Holly Gant finalized the following specifications:

- Cracks will be repaired, replacing only bricks deemed essential.
- Replacement bricks will be new.
- Vendor will supply bricks.
- Vendor/Bruce will define areas needing repointing.

All contact with other vendors has been put on hold pending the Board's review of Jim Harris' resolution. This resolution would request a bid only from Wellsona that includes phased costs. Validation of Wellsona's ability to successfully handle the project will be addressed during the proposal process, including references and BLM insight.

Funding alternatives need to be reviewed by the Board, including Association investment fund amounts, co-op status/potential of reimbursement and new fundraising efforts.

Further review meetings will be held with Ryan to clarify the BLM position/understanding.

Harry M. Thorpe, Jr.

Attachment 6: Entrance Gate Update 12/7/16 – David Cooper/Tim Postiff

December 5, 2016

FROM: David Cooper and Tim Postiff
TO: PBLSA Board of Directors
RE: Entrance Gate Update and Dedication Event Planning

Fabrication of all four sections of the entrance gate is complete. All that remains is priming and painting. This week David and Dan are pre-fabbing all the concrete foundation forms and rebar grids at Dan's yard in Paso Robles. This will reduce construction time and minimize disruptions on site at the light station. We still think a reasonable finish date is January 1st.

Dan and David met with Ryan at the light station on Monday, November 28. Ryan approved placement of two 6x6 bollards (at no additional cost to the Association) that will protect the 12x12 gate posts on the east side. Ryan suggested that both bollards could support signage—perhaps an interpretive sign on the south bollard and a dedication plaque on the north bollard. We request the Board's feedback on that.

FROM: Tim Postiff
RE: Dedication

Here are some of the questions that we need to answer. All thoughts about the occasion -start to finish - are welcome.

Date? (We've discussed a time around the birthday, Feb. 15)
Time? (Opening time, length. – time for visitors to "wander"?)
Refreshments?
Entertainment?
Invitees?
Speakers?
Progress placards for tower, FSB, water tower?

Attachment 7: CCNM Update – David Cooper

December 7, 2016

TO: PBLSA Board of Directors

FROM: David Cooper

RE: CCNM Update

Not much hard news to report on the California Coastal National Monument initiative. We are in a holding pattern, waiting for President Obama to issue a proclamation. Our sources tell us to expect action some time this month. The local organizing group has encouraged BLM and State Parks to act quickly after the proclamation is signed. We feel it is prudent to negotiate and sign a Joint Management Agreement, extending California Coastal National Monument status and protections to the entire Outstanding Natural Area, before the next administration takes office.

Attachment 8: Tower Update 12/7/16 – Jim Harris

Summary of tower top project
12/7/16

Bruce Elster continues to pursue the design effort for the construction of the interior structure discussed in the October 2016 Tower Top Project Summary. He and Dan Murphy (Wellsona has the necessary equipment for the observation and measurements) plan to take measurement on the tower on Monday December 12 using a bore sight optical fiber scope to determine the exact dimensions and extent of the ventilation system of the tower, in particular the space between the two wyeths of bricks which form the inner and outer support wall of the tower. Once the as-built ventilation system for the tower is fully understood, then the computer model will be updated with this new information, which will allow a better simulation model for predicting the performance of the design against future seismic activity. Using this updated computer model, more details can be determined for the stabilization design of the tower with the interior structure

Attachment 9: Beacon – Holly Gant

Submissions are needed for the following:

January Issue-

Front page should be an update on the gate (David)

Carrizo featured as our BLM neighbor (Ryan/Jodie to edit)

PBLSA Update- Gary bio (complete)

BLM Update- Ryan

Any other content ideas are welcome!

Attachment 10: Proposal for Initiating Capital Campaign for Completion of PBLS Restoration – Jim Harris

Proposal for Initiating Capital Campaign for Completion of PBLS Restoration
jgh 10/18/16 rev 12/1/16

Sequence of restoration/public access implementation:

1. Complete entrance memorial gate
2. Complete Fog Signal Building
3. Continue tower study for new stabilization design and top restoration with cost estimates
4. Continue underground utilities project thru implementation and completion
5. Begin architectural requirements definition for keeper's cottage, triplex, coast guard duplexes, and barn – seek pro-bono architectural support
6. Water issue for restoration – catchment basin and cistern? New well/treatment? To be defined by BLM
7. Define new/enhanced infrastructure requirements for increased public access, e.g., automobile/bus road, parking lot, restrooms, kiosk, etc.; To be defined by BLM

Proposed plan for chair of PBLSA: Provide public relations foundation throughout San Luis Obispo County during 2017 for ensuing PBLS restoration capital campaign

1. Work with Harry Thorpe to obtain cost estimates and sources of existing funding for above as we progress through sequence
2. Use Fog Signal Building as prototype for raising money for completion
3. Prepare PowerPoint presentation for PBLSA restoration endeavor: to be presented during 2017 to organizations within San Luis Obispo County from San Miguel to Nipomo, and beyond
 - a. History of Piedras Blancas Light Station (Bogacki and Adams book)
 - i. Early history of area
 - ii. Light House Service era
 - iii. Coast Guard era
 - iv. BLM era to present
 - b. Progress since 2001 under BLM management
 - i. Establishment of PBLSA in 2004 and purpose as non-profit
 - ii. 19 acre native plant and fauna restoration
 - iii. Review of Restoration and Management Priorities (2009-2013) and status today
 1. Summary of brochure (Carole Adams) on progress and status of restoration
 - iv. Partnership with California Parks and Recreation to realize 446 acre PBONA
 - v. Enhancement of California Coastal National Monument with PBONA and required future planning
 - c. PBLSA plans for support of restoration of PBLS
 - i. Sequence of restoration and estimated costs
 - ii. Status and plans for funding restoration costs
 - d. Conclusion and call for action
 - i. Restoration of PBLS enhances SLO county's largest industry - tourism
 - ii. Join PBLSA as a supporting member (benefits)
 - iii. Volunteer as a docent (tours, development/operations, maintenance)
4. Develop during the next two years an organization of major philanthropic donors to lead capital campaign - e.g., "Friends of Piedras Blancas Light Station Conservancy"
 - a. Modeled after Jack Morehead's Yosemite Conservancy experience