

Piedras Blancas Light Station Association
Minutes
Rabobank Conference Room - Cambria, CA
July 24, 2019

Board Members in attendance: David Cooper (Chair), Harry Thorpe (Secretary/Treasurer), Sharon Flaherty, Jim Harris, Gary O'Neill, Zale Schuster
Board Members absent: Holly Gant (PBLSA), John Brass
Others present: Ryan Cooper (BLM), Jodi Nelson (BLM), John Hodge (BLM-Bakersfield), Interns Daniel Doderer and Veronika Kocen, Dan Murphy

David Cooper called the meeting to order at 6:06 pm. Given the retirement from the PBLSA Board of Tim Postiff (Vice-Chair), David distributed a memo to the members attached as Appendix 9 and requested that it be reviewed before the August PBLSA meeting for action. Harry added that since Tim was a signatory for the organization, the new officer and all other officers have to sign a new bankcard.

Approval of the Agenda: Agenda was approved with consensus with additional items suggested by David under New Business and Discussion Items.

Reports:

1. Secretary Report - M/S/P Minutes of June 26, 2019 approved.
2. Financial Status and Treasurer's Report - See Appendix 1.
3. Gift Shop Report- See Appendix 2.
4. BLM Update- See Appendix 3. Ryan requested volunteers for the Hike in Tour on Wednesday 7/31/19. Tentative arrangement of Lens with Coast Guard will probably start with a short-term lease. After discussion on condition of present Lens enclosure, David suggested that Dan Murphy review the condition and make a recommendation for the interim. After discussion on painting the tower, David suggested that BLM draft a SOW to paint the tower cosmetically, potentially during the coming fiscal year. Under Special Event, the name for the October 5 Harmony Cellars Event is "Libation for the Station"; Jodie is working on a Native American presentation in the October timeframe.
5. Fog Signal Building Restoration- See Appendix 4.
6. Tower Report - See Appendix 5. Jim will work with Bruce to determine the SOW to restore the openings of the tower and bring results to the PBLSA meeting in August.
7. Power Line Report - See Appendix 6. There was consensus to support recommendation that Jim contact both PG&E and MGE Underground to advise them that construction in response to their proposals is a few years away due to preparation of necessary documentation by BLM and State Parks.
8. Capital Campaign/Grants Report - See Appendix 7. Plans for capital campaign and grants will be deferred until after the results of the strategic planning effort are determined.

Old Business:

1. Fresnel Lens Update- Zale expressed his concern over condition of Lens enclosure.

New Business:

1. Painting the Lighthouse: After discussion on painting tower, it was agreed to pursue both the plans for cosmetically painting the tower and for restoring the openings, and continue the discussion.
2. Extending internships: Harry and Ryan will work together on extending the support of the internships beyond their initial period of employment.

3. Pinedorado Float issue by Abel Martinez email: Discussion was held and, while the Board was supportive of the idea expressed in Abel's email, it was felt that this project would be better supported for next year's parade (parade occurs on 8/31/19 this year).

Discussion Items:

1. Strategic Planning – See Appendix 8. Discussion held. David and Ryan to work together to prepare for a meeting for everyone in two or three weeks (after August 5) with a goal to determine prioritized short-term and long-term lists of restoration projects. To support the effort the following four documents should be reviewed: Ryan's thoughts in Appendix 8 email, BLM 2007 Management Plan, Harry's Co-Op document, and Jim's capital campaign planning document. Zale will prepare for Ryan a draft spreadsheet that will contain the list of project. After Ryan's review, it will be distributed to everyone before the meeting to complete.
2. Tim Postiff Honor/Recognition: There was consensus to recognize Tim's service with at least a brick. David will contact Holly about obtaining a framed light station print. David will present a resolution at the next meeting recognizing Tim for everyone to sign.
3. Dan Murphy introduced the issue of the "greening" of the environmental goals of the light station. Discussion followed, and the issue will be included in Zale's list for restoration priorities to be drafted for the discussion on strategic planning. David thanked Dan for raising the issue.

Board meeting adjourned at 7:50 pm

Minutes recorded by Jim Harris

Appendix 1: Treasurer's Report 7/24/19 – Harry Thorpe

TREASURER'S REPORT for June 2019

1. OPERATIONS INCOME: Last Month: \$6,992.00 YTD: \$23,984.66
PROFIT: Last Month: <\$458.28>* YTD: <\$2,726.96>
TOWER RESTORATION FUND BALANCE: \$6,538
BLM SUPPORT EXPENSE: Last Month: \$4,149.41 YTD: \$99,612.36
BALANCES: PP Bank: \$4,901.47 ASAP: \$57,074.00

*Deprecation/Amortization (6 months): \$1,133.50

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>
June 2019	542,169.33	14,531.88	1,200.84	--	--	558,902.05
May 2019	553,300.17	<11,341.95>	1,211.11	--	--	543,169.33
Apr 2019	546,396.61	5,716.30	1,187.26	--	--	553,300.17

3. OTHER:

- Reviewed May/June transactions – made adjustments.
- Calculated/posted depreciation/amortization for 6 months.
- Prepared tax information (2018) and delivered to CPA.
- Reviewed school outreach expenses and expected operations/maintenance expenses.
- Prepared SF 270 for BLM.
- Resumed monitoring of FSB Phase 4 – see status report

Harry M. Thorpe, Jr.
Treasurer

Appendix 2: Gift Shop Report 7/24/19 – 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

	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						

	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	\$39,075	\$19,431
2019		\$16,841

*Government shutdown effected Dec 2018 and Jan 2019

While we had the highest June sales on record, the first half of 2019 was lower than last year. If we hadn't had the government shutdown and a wet winter I believe the numbers would be in line with 2018. For now we look to meet or exceed 2017's totals. I emailed the gift shop helpers to remind them to keep the gift shop clean and well stocked. Many times I've found it in disarray with unfolded shirts, missing sizes, blank spots on shelves, and floors that needed sweeping. This is our busiest time and it's difficult to keep up with the crowds, but keeping the shop inviting to shoppers is a necessity. Custom scarves are currently in production.

Appendix 3: BLM Update 7/24/2019 – Ryan Cooper

Past Events

Hike-In Tour

Not as many people as we hoped, but still a good event. Donations were up from the past.

Projects

Fog Signal Bldg. (FSB)

Outside is sealed and Dan and David found more steel in the wall that they removed. Dan had moved his equipment inside and I think plans to start work inside soon.

Lens

I talked to Arlen Danielson a few weeks ago and it looks like BLM should be able to take over the lease. She is checking with Coast Guard lawyers to fish out the details for me to run by my supervisors.

Power line underground

Tammy our archaeologist was able to compile reports from State Parks. I am not aware if she has done anything with them yet.

Restroom in Parking Lot

The purchase request is in the system. I am not sure if it will be processed this fiscal year or next.

Painting the tower

Jodie has reached out to the last painters to look into the possibility of painting it again. They have agreed to help out with a scope of work. We are going for the industrial fix not the miracle fix.

Victorians

I would like to start the process of getting this done. We know it will be a long process, but I feel it is the best bang for our buck and the project most likely to get grant funding.

Special Event:

Dinner & Libations for the Light Station	October 5th
Hike in tours	Last Wednesday July and August
Tour Refresher	September 27th

Educational Outreach:

Getting ready for next year.

Tour Numbers

Month	2014	2015	2016	2017	2018	2019
October	637	605	516	500	506	441
November	622	503	474	357	523	433
December	404	464	426	273	829	251
January	661	731	623	266	608	0
February	573	570	572	284	780	318
March	696	754	560	502	662	784
April	663	616	581	666	684	790
May	432	629	352	572	362	555
June	658	916	521	787	732	573
July	1178	990	850	1125	1169	770*
August	985	809	693	836	1001	
September	601	481	442	437	591	
Total	8110	8068	6610	6605	8447	

*partial month

Appendix 4: FSB Restoration 7/24/19 - Harry Thorpe

Status Report as of July 24, 2019

Work was completed on Item 1 of the FSB Phase 4 – Finishing. Wellsona power washed the external walls, repointed all areas as needed, removed some additional metal in the walls, sealed the holes with mortar and applied a coat of clear silicone based sealant. The FSB shows no significant change and the bricks are now protected.

Work will now start on Item 2, which includes power washing of struts and ceiling as needed, minor paint stripping/cleaning and repainting/varnishing of the struts and ceiling. The work is expected to take 2-3 weeks to complete.

Harry M. Thorpe, Jr.
Treasurer

Appendix 5: Tower Report 7/24/19 – Jim Harris

Bruce Elster returned from his vacation, and we talked about plans on Monday, July 22. I took the liberty of forwarding him Ryan Cooper's email thoughts on future restoration work. He suggested that resources be used first to address the restoration of the tower openings before considering painting the structure. The first item would be to get precise measurements of all the tower openings for preparation of the design documents for their restoration (this is something that Dan Murphy could do). Then the design documents for the openings could be prepared and implemented. Bruce will know his schedule better in a few days for the preparation of the design documentation for the external review of the design of the tower restoration; I will be contacting him after the PBLSA Board meeting to ascertain the status of the schedule for that document.

Appendix 6: Power Line Report 7/24/19 – Jim Harris

From the discussions at the last two PBLSA Board meetings, it appears that the timing for completing documents necessary to the placing of the existing power lines underground is at least one year away and possibly as much as five years away. Given this estimate, direction from the Board is requested to discuss this situation with both PG&E and MGE Underground with respect to their proposals. The recommendation is to request a formal delay with the understanding that their proposals may be revised accordingly (note that PBLSA paid \$8K to PG&E for their proposal for engineering services rendered). In addition, there would not be any submittals for grant support of the project until after the strategic planning discussions on the capital campaign have been completed. Work continues on the cost estimation for a sustainable option to allow electric power for the light station with or without grid input using a microgrid system with solar and motor generator input and battery storage.

Appendix 7: Capital Campaign/Grants Report 7/24/19 – Jim Harris/Holly Gant

The capital campaign committee (Holly Gant, Jim Harris, Harry Thorpe, and David Cooper) first order of business continues to be the development of a planning document for the capital campaign. Ryan Cooper in an email on 7/17/19 has presented his thoughts on the strategic planning for the restoration of the light station, and a discussion of this document will be held at this PBLSA Board meeting. David Cooper will be calling a meeting of the capital campaign committee in the near future to discuss the status and plans of the capital campaign. Holly and David continue work on a capital campaign brochure. Work is at a pause for submitting new proposals for undergrounding the power lines due to the anticipated length of time to complete the documentation by BLM and State Parks necessary to begin construction. Meanwhile, we continue to review Instrumental for new possibilities for funding restoration.

Appendix 8: Strategic Planning – Ryan Cooper

July 11, 2019

Dear PBLSA Board,

I was thinking about our strategic planning and I think I may have regressed into the government rut of planning to plan. We spend so much time talking about what we would like to do or the possibilities of things that could happen rather than going out and tackling the tasks at hand. In the past 5 years we have accomplished a lot; the Entrance Gate, The FSB, the driveway, water tower, removal of old tower, Meet the Scientist, Hike In Tours, remodel of unit D and now A, progress on the tower, progress on the power lines and many more that I am sure I am forgetting.

Instead of sitting around for 6 months waiting for us to gather for a strategic planning meeting, while I am sure it would be productive and have lots of good discussion, **I would like to put out my vision on how I think we should proceed on projects around the Light Station.**

Our ultimate goal is putting the top back on the Light House, but we all know that is something off in the future. We need to continue with the engineering and design, but in the mean time we need to get the tower painted. There is no use waiting to paint it until we can do repairs. Historically I am sure they would have put a coat of paint on that tower at least once a year.

Next we need to start thinking about the lens. The Lions club has sent their letter to the Coast Guard and I just had a nice conversation with Arlyn Danielson at the Coast Guard and it looks like we are going to be able to take over responsibility of the lens. I believe we should be looking at the Victorians as a long-term home for the lens in the future and making repairs to the current enclosure in the meantime. The two Victorian buildings would transform the Light Station. They would also be the museum quality setting the Coast Guard is looking for to keep the lens safe.

I also think we should look closely at replicating other buildings like the fuel storage building, the barn, the old windmill, moving the flag pole, and the blacksmith shop.

I am sure many of you are wondering about the power lines and my thoughts on them. I know we have spent lots of time, effort and resources on this project. I think it is a worthwhile project and we should continue to pursue the possibility of under-grounding the power lines, but I think we need to realize this project is much more complicated than we originally thought with multiple agencies and resources impacted and the fact that the majority of the project would be happening on State Parks property. My quick estimate is \$75,000 and more than a year just to get the easement. Once we get the easement it will be several years in the environmental planning stages. Then we have to find the money. Don't get me wrong, this is a worthwhile project, I am just not sure this is where we should be focusing our resources.

That is probable plenty for everyone to stew on and think about before or next meeting, but let me know your thoughts.

Ryan

Ryan Cooper
Park Manager
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Appendix 9: Tim Postiff's Resignation – David Cooper

July 24, 2019

Dear PBLSA Board members,

Tim Postiff was both a Director and an Officer. In light of his resignation:

Who will volunteer as Vice Chair?

Who will volunteer to serve on the PBLSA Nominating Committee?

I would like to fill these vacancies at our August 28, 2019 board meeting. Please let me know before then if you are willing to take on either (or both) of these important responsibilities. See below for relevant sections of our bylaws.

David

12. Resignation of Director: Except as provided below, any director may resign by giving written notice to the chair of the board or the secretary of the board. The resignation shall be effective when the notice is given unless it specifies a later time for the resignation to become effective. If a director's resignation is effective at a later time, the board may elect a successor to take office as of the date when the resignation becomes effective.

25. Committees of Board of Directors: The board, by resolution adopted by a majority of the directors then in office, may create one or more committees, each consisting of 2 or more directors to serve at the pleasure of the board. Appointments to committees of the board shall be by majority vote of the directors then in office.

29. Resignation of Officers: Any officer may resign at any time by giving written notice to the board. The resignation shall take effect on the date the notice is received or at any later time specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to any rights of the corporation under any contract to which the officer is party.

31. Responsibilities of Officers:

(b) Vice Chair: If the chair is absent or disabled, the vice chair shall perform all duties of the chair. When so acting, the vice chair shall have all powers of and be subject to all restrictions on the chair. The vice chair shall have such other powers and perform such other duties as the board or the bylaws may require.