

Piedras Blancas Light Station Association
Minutes
Rabobank Conference Room - Cambria, CA
July 27, 2016

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

Board Members absent: David Cooper, Jodie Nelson (BLM)

Others present: Ryan Cooper (BLM), BLM Interns Drew Burke and Lexi Kookootsedes

Tim Postiff called the meeting to order at 5:57 pm

Announcements: Nomination for Chair. M/S/P approved Jim Harris as Chair. Gary was previously voted to the board via email. Zale Schuster M/S/P approved to the board.

Approval of the Agenda: Agenda was approved with consensus.

Reports:

1. Secretary Report- *M/S/P Minutes of June 22, 2016 approved.*
2. Financial Status and Treasurer's Report - See attached. There is currently 25-30K approved for the FSB.
3. Gift Shop Report- See attached. Jim asked the GS Committee to propose ideas for tours to end at the gift shop to allow for more time to shop.
4. BLM Update- See attached.
5. Membership Report- See attached.

Old Business:

1. Tower Update- See attached. M/S/P approved fund proposal from Shoreline Engineering not to exceed 30K.
2. National Monument- See attached.

New Business:

None

Discussion Items:

1. PG&E- Zale to head project to bury power lines along entrance road. Will work with the county and PG&E to move forward.

Board meeting adjourned at 7:35 pm

Appendix 2: Treasurer's Report – Harry Thorpe

TREASURER'S REPORT for June 2016

1. OPERATIONS INCOME: Last Month: \$4,022.47* YTD: \$20,999.21

PROFIT: Last Month: \$1,655.86** YTD: \$5,922.89

BLM SUPPORT EXPENSE: Last Month: none YTD: \$8,461.60

BALANCES: H. O. Bank: \$65,476.83 ASAP: \$54,272.01

* Donations, memberships, bricks: \$1,062.47

** Physical inventory (SA): \$600, Depreciation (SA): \$388, Amortization (SA): \$333.50

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 2016	578,052.76	3,581.71	1,159.69	--	--	582,794.16
May 2016	577,418.03	<320.02>	954.75	--	--	578,052.76
Apr 2016	572,360.74	4,258.27	799.02	--	--	577,418.03

3. OTHER:

- Audited June transactions and made adjustments.
- Drafted co-op extension letter and submitted it to BLM – now under review by Ryan/BLM.
- Finalized computer configuration – Holly ordered software from Staples.
- Filed SF270 for gate – transferred funds (\$45,000).
- Held investment committee meeting – no changes were made.
- Successfully upgraded to Quicken 2016 – downloads worked.
- Followed up on FSB, gate, tower – need to get commitments on dates.
- Holly completed 6-month physical inventory – posted adjustments.
- Discussed workers' comp insurance with broker – awaiting bids.
- Drafted SF424 redefining busing pilot funds – waiting for Ryan's decision.

Harry M. Thorpe, Jr.

Appendix 3: Gift Shop Report –Holly Gant

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

	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

Appendix 4: BLM Report – Ryan Cooper

BLM Update 7/27/16

Past Event Updates:

Hike in Tour – Tour went great. We had approx. 150 up from about 40 during our last hike in tour.

Communication Tower:

Waiting for chase system to arrive and coordinate with the agencies for transfer of equipment.

Fog Signal Bldg. (FSB):

Testing is complete and we are waiting on a formal report from Bruce. Informally Bruce has said test went as expected.

Special Event:

Hike in Tours	August 31, 2106
Light House Day	August 6 th
First School Group	September 23, 2016
National Public Lands Day	September 24, 2016

Educational Outreach:

Harry has requested the funds and will go out to the schools as soon as they are received.

Entry Gate:

Dan said as soon as the bolt testing on the FSB was done he was going to work on the gate. This means he should be working on it now. Most of the work will be done in his shop so we will not see much on site until it is ready to be installed.

Reservation System

Everybody take one more look at the site and let me know ASAP if there are any changes you would like to make. We are on schedule to go live August 3rd.

Last 6 months tour numbers

	2014	2015	2016
February	557	535	484
March	559	508	597
April	554	499	540
May	420	503	313
June	580	794	517
July	1178	990	*780

*not complete month

Appendix 5: Membership Report – Tim Postiff

Piedras Blancas Light Station Association

2016 Membership Revenue

	<u>Renewals</u>							<u>New Memberships</u>						
	50	100	250	500	1000	Other	Total	50	100	250	500	1000	Other	Total
Jan	3	4					\$550							\$0
Feb							\$0							\$0
Mar		2					\$200							\$0
Apr	1						\$50	1						\$50
May	10	7	1				\$1,450	1						\$50
Jun	3						\$150							\$0
Jul														
Aug														
Sept														
Oct														
Nov														
Dec														
TOTALS	17	13	1	0	0	0	\$2,400	2	0	0	0	0	0	\$100

YTD REVENUE= \$2,500
MEMBERS= 73

Appendix 6: Tower Update – Jim Harris

Summary of tower top project
7/27/16 Jim Harris

Bruce Elster of Shoreline Engineering submitted the following proposal dated July 24, 2016 to the PBLSA. His email of transmittal follows, as well as a copy of the proposal. The proposal consists of two tasks: the first to investigate two design alternatives and the second to continue the study of one of the alternatives. The first alternative design is based upon an interior structure and the second alternative is based upon the use of tendons. Since the stabilization of the tower with the three top levels added is such a unique engineering challenge, Bruce is not able to give the PBLSA an estimated schedule until after the first task is completed determining the final design. Thus, the proposal cost is based upon time and materials for the engineering services. However, in his transmittal email he did estimate that the expected budget should be around \$30K.

Please review the proposal with the understanding that the next phase is to produce the construction details and estimated cost to stabilize the tower with a replicated top three levels. Note that the two studies, including this one, will have an estimated cost for the engineering work around \$57K. I recommend that the PBLSA board accept this proposal from Shoreline Engineering.

Appendix 7: CCNM Update

July 25, 2016

TO: PBLSA Board Members

FROM: David Cooper

RE: California Coastal National Monument (CCNM)/Entrance Gate Updates

The photo essay Donovan Marley and I did on the six CCNM onshore units is in press. The 4-page full color fold-over will be included as an insert in the Friends of Elephant Seal newsletter (*Among Friends*) and in *The Beacon*. Extra copies are available for additional distribution. We could also upload a file version to our web site.

The Conservation Lands Foundation is considering a “roll out” public announcement and meeting in SLO County about the statewide CCNM expansion initiative. Editorials in support of CCNM expansion have begun to appear in newspapers and other media throughout the state, notably the *San Francisco Chronicle*. Congresswoman Lois Capps published a Letter to the Editor about the CCNM in *The San Luis Obispo Tribune* (July 21, 2016); it highlighted Piedras Blancas.

Site preparation is underway for construction of the entrance gate. Dan Murphy is ordering materials early this week.