

Piedras Blancas Light Station Association
Minutes
Zoom Meeting
October 28, 2020

Present: Harry Thorpe, Jim Harris, Sharon Flaherty, Gary O'Neill, Zale Schuster, Jodie Nelson (BLM), John Brass, Ryan Cooper (BLM), John Hodge (BLM), Holly Gant (PBLSA)

Absent: David Cooper

Start: 6:03 pm

Announcements: Harry chaired the meeting in David's absence. Next meeting will be on 12/9 to cover the November and December meetings.

Approval of agenda: *Approved with consensus*

Secretary report- *M/S/P minutes of September 23, 2020, approved.*

Treasurer's report- See report. Harry submitted our procedures and policy manual, a letter that we took necessary actions, and form SF425. He hasn't yet received anything from BLM. Updated insurance policies to reflect BLM requirements. BLM has requested that we reimburse them for 28K for operations and maintenance fees. We may have to tap into our reserve account to pay BLM if we don't get the 31K reimbursement for Wellsona.

GS report- See report. As we start Saturday tours we will keep the gift shop closed but have a sign stating that we have an online gift shop.

BLM report- See report.

FSB- No report.

Tower- See report.

Power lines- See report.

Capital Campaign- See report.

Membership Committee- See report.

Old Business:

Lens Report - See Shoreline Engineering's report. The structure is severely compromised. Zale suggested the Rotary Club might be interested in financial assistance. Ryan said the Coast Guard is the one to decide what to do with the lens. Sharon asked if there is an entity that had an original agreement to safely house the lens and if they should also receive the report about the failing structure.

New Business:

Intern commendation letter - *M/S/P board approves commendation.*

Discussion Items:

None

End: 7:06 pm

Minutes recorded by Holly Gant.

Attachment 2: Treasurer's Report 10/28/2020 – Harry Thorpe

TREASURER'S REPORT for September 2020

1. OPERATIONS INCOME: Last Month: \$361.44 YTD: \$21,215.60
PROFIT: Last Month: <\$595.53> YTD: <\$2,786.73>*

*Excludes restoration expense: \$44,604.46

TOWER RESTORATION FUND BALANCE: \$12,662.03

BLM SUPPORT EXPENSE: Last Month: none YTD: \$1,311.57

BALANCES: PP Bank: \$3,101.68 ASAP: \$34,621.53

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>
Sept 2020	554,227.01	<8,267.59>	823.47	--	--	546,782.89
Aug 2020	544,782.21	8,656.65	788.25	--	--	554,227.01
July 2020	531,295.28	12,564.93	922.00	--	--	544,782.21

3. OTHER:

- Reviewed August/September transactions.
- Light station was closed for September.
- FSB lighting project is on hold.
- Final BLM audit findings were forwarded – no changes to original findings. All corrective actions will be completed by 10/31/20.

Harry M. Thorpe, Jr.
Treasurer

Attachment 3: Gift Shop Report 10/28/2020 – 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
2020	2,202	2,764	1,653	215	164	189

*Government shutdown effected Dec 2018 and Jan 2019

*COVID-19 affected 2020 beginning on March 19, 2020

	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	6,804	4,722	2,070	3,656	2,717	3,719
2020	524	244	136			

	Jan - Jun	TOTAL
2011	\$ 9,415	\$ 22,042
2012	\$ 8,580	\$ 23,178
2013	\$13,513	\$ 30,184
2014	\$15,518	\$ 32,259
2015	\$16,678	\$ 36,136
2016	\$13,953	\$ 31,620
2017	\$16,458	\$36,349
2018	\$19,431	\$39,075
2019	\$16,841	\$40,529
2020	\$7,187	

*New socks are in and available online!

Attachment 4: BLM Report 10/28/2020 – Ryan Cooper

BLM Update 10/28/2020

When will we get back to work?

This Saturday we are having a dry run with invited guests only. If all goes well, we will start reservation only tours on Saturday November 7th. To start tours will only be on Saturdays and limited to 30 people.

Lens

Jodie is currently working on the agreement with the Coast Guard.

New Brochure

New Brochure is still sitting in the state office waiting for approval. We were able to get a draft copy to print some to get us by until it gets its official approval.

Future Projects

Parking Lot Redesign / Restrooms / Roofs

I will be meeting with the state engineers this month to strategize getting these projects done this fiscal year.

FSB Lighting

With business opening back up we should be able to revisit this soon.

Flagpole

Not on the top of my list but maybe this month we can get it ordered.

Special Event:

Eroica

Cancelled until 2021

Tour Numbers

Month	2014	2015	2016	2017	2018	2019	2020	2021
October	637	605	516	500	506	441	535	0*
November	622	503	474	357	523	433	334	
December	404	464	426	273	829	251	518	
January	661	731	623	266	608	0	715	
February	573	570	572	284	780	318	578	
March	696	754	560	502	662	784	185	
April	663	616	581	666	684	790	0	
May	432	629	352	572	362	555	0	
June	658	916	521	787	732	698	0	
July	1178	990	850	1125	1169	1085	0	
August	985	809	693	836	1001	819	0	
September	601	481	442	437	591	374	0	
Total	8110	8068	6610	6605	8447	6548	2865	

*partial

Attachment 5: Tower Report 10/28/2020 – Jim Harris

Bruce Elster's effort on the tower this past month continues to be deferred to the priority of other projects. He finished his report to the PBLSA on the assessment of the enclosure in Cambria for the first order Fresnel lens from the Piedras Blancas tower. He is completing his report to the BLM on the status of the light station at Trinidad Head after his visit to the light station, and he estimates that will take another two weeks. Upon the completion of this report he will be able to return to his work on the Piedras Blancas light station tower. Included in that effort will be an estimate of the construction cost developed with Dan Murphy for the implementation of the design for the tower. Bruce and I will be getting in touch during the beginning of November to firm up the schedule for his work on the tower.

Attachment 6: Underground Utilities Report 10/28/2020 – Jim Harris

The status is the same as in the previous seven months due to the public health situation. The undergrounding of the PG&E electrical supply lines project remains on hold. Maxwell Muscarella and Sean Cassidy of Connected Energy along with Brian French still plan to present their work on the design of a sustainable option to the PBLSA Board when it returns to a face-to-face meeting. The sustainable option is to allow electric power for the light station to be provided with or without grid input using a microgrid system with solar and motor generator input and battery storage. The following motion is presented to the PBLSA Board in order to sense support for a sustainable power proposal presentation by Connected Energy in the future:

MOTION: The PBLSA Board supports the presentation, and subsequent consideration, of a proposal from Connected Energy for a sustainable option to allow electric power for the light station to be provided with or without grid input using a microgrid system with solar and motor generator input and battery storage.

Attachment 7: Capital Campaign/Grants Report 10/28/2020 – Jim Harris/Holly Gant (David Cooper)

Holly submitted a grant proposal to the Native Daughters of the Golden West for \$1,000 to cover most of the expenses of light fixtures for the FSB. There was no set deadline for submissions and she hasn't received a response yet. The planning for the capital campaign is on a pause due to the public health situation and its economic ramifications. In spite of the hold, ideas continue to be developed to continue planning; one idea suggested is to prepare a Strategic Plan for the PBLSA, which would include the schedule to resume active pursuit of a capital campaign for the restoration of the light station. It is noted that in the Annual Performance Report dated 9/30/2020 for PBLSA Cooperative Agreement L17AC00224 submitted by Harry Thorpe to the BLM includes a modified table of the original project and goals. The table is reproduced below for reference, and it is observed that it essentially contains the current status of the information required for a strategic plan for the PBLSA.

FEDERAL AWARD PERFORMANCE GOALS

Milestone/Task/Activity	Start Date	Completion Date
Support interpretation and visitor services	On-going	September 2022
Support educational outreach	On-going	September 2022
Support continuing operations and management	On-going	September 2022
Complete restoration of Fog Signal Building Phases 1-4	On-going	February 2020
Phase 5 (Additional)		March 2021
Continue tower study for new stabilization design and top restoration with cost estimates	On-going	December 2021
Continue underground utilities project through implementation and completion	On-going	On hold
Begin architectural programming study for keeper's cottage, triplex, coast guard duplexes, and barn – seek pro-bono architectural support	January 2018	September 2021
Determining direction/housing for Fresnel lens	June 2021	January 2022
Water sourcing. To be defined by BLM	On-going	September 2022
Define new/enhanced infrastructure requirements for increased public access, e.g., automobile/bus road, parking lot, restrooms, kiosk, etc. To be defined by BLM	On-going	September 2022
Strategic Plan for capital campaign for light station restoration	June 2021	September 2021
Initiate and complete capital campaign for Piedras Blancas Light Station component of California Coastal National Monument	September 2021	After Sept 2022
Design and construction drawings for lighthouse	September 2021	September 2022
Restoration of lighthouse	September 2022	After Sept 2022
Architectural design and construction drawings for keeper's cottage, triplex, coast guard duplexes, barn and Fresnel lens	September 2021	September 2022
Restoration of keeper's cottage, triplex, coast guard duplexes, barn and incorporation of Fresnel lens	June 2021	After Sept 2022
Support of BLM for new/enhanced infrastructure, including resolution of water issue	On-going	September 2022

Attachment 8: Communications Workgroup Report 10/28/2020

On September 24, 2020, the Communications Workgroup met via Zoom with Jesse Pluim. We agreed that the PBLSA Board needs to hire an outside communications consultant to handle implementation of our new Communications Guide. We discussed job responsibilities, salary and work hours, supervisory and reporting lines, qualifications/requirements, and placement of the job announcement. We also reviewed “guard rails” for the posting of social media content that will insure sound oversight and accurate messaging. David and Holly are now working on drafting a position description.

Jesse submitted Part 3 of his Communications Guide. It covers ways to engage with BLM California’s social media accounts. This important avenue of BLM communication and story sharing will help promote PBLSA at the state and national levels.

Work still needs to be done on determining and defining outcomes metrics to assess job performance of the social media consultant. The board also needs to develop a timeline for the hire. Do we hire a media consultant during the pandemic shutdown or wait until we reopen public tours?

Attachment 9: Intern resolution 10/28/2020 - (Holly Gant for David Cooper)

**Piedras Blancas Light Station Board of Directors Resolution
Commending Veronika Kocen for Her Exemplary Service to the PBLS**

We, being Directors of this corporation, consent and agree that the following resolution was made on October 28, 2020 6:00 pm PST.

WE DO HEREBY CONSENT TO THE ADOPTION OF THE FOLLOWING as it was approved at a regularly called meeting of the Board of Directors of this corporation. In accordance with State law and the bylaws of this corporation, the Board of Directors decided by unanimous consent that:

WHEREAS Veronika Kocen has served as a diligent and dedicated intern at the Piedras Blancas Light Station, a unit of the California Coastal National Monument, from June, 2019-October, 2020;

WHEREAS Veronika Kocen participated with enthusiasm and professionalism as a skilled, enthusiastic, and informed tour guide;

WHEREAS Veronika Kocen exhibited great dedication to the Piedras Blancas Light Station by maintaining hiking trails, fixing the entrance gate, painting the Coast Guard buildings and the historic replica entrance gate, and maintaining the light station's wildlife cameras;

WHEREAS Veronika Kocen managed social media accounts for the Piedras Blancas Light Station Association, regularly attended and contributed in monthly Board meetings, and participated in Board-assigned work groups;

WHEREAS Veronika Kocen is a trusted and valued colleague and dedicated steward of public lands;

THEREFORE, IT IS RESOLVED that the Piedras Blancas Light Station Association Board of Directors commends Veronika Kocen for her outstanding service to Piedras Blancas Light Station and this corporation.

The officers of this corporation are authorized to perform the acts to carry out this corporate resolution. The Chair of the Board of Directors signs on their behalf and certifies that the above is a true and correct copy of the resolution adopted at the dated meeting of the Board.

David Cooper, Chair PBLSA

David D. Cooper
Printed Name

Date

Harry Thorpe, Vice Chair and Treasurer
Sharon Flaherty, Secretary
Jim Harris
Gary O'Neill
Zale Schuster
John Brass
Ryan Cooper (BLM)