

Piedras Blancas Light Station Association
Minutes
Zoom Meeting
September 23, 2020

Present: David Cooper, Harry Thorpe, Jim Harris, Sharon Flaherty, John Brass, Gary O'Neill, Ryan Cooper (BLM), John Hodge (BLM), Holly Gant (PBLSA), Veronika Kocen (BLM intern)

Absent: Zale Schuster, Jodie Nelson (BLM)

Start: 6:04 pm

Announcements: Welcome back, Ryan!

Approval of agenda: *Approved with consensus*

Secretary report- *M/S/P minutes of August 26, 2020, approved.*

Treasurer's report- See report. Formal statement from the BLM that their final audit should be implemented. We now have to comply with everything they requested re 5 findings in the audit. Harry is drafting a written procedure on our procurement process. Response to Sacramento due within 60 days. We are on agency review until this takes place. We are required to file quarterly reports rather than annual reports. Our goal is to comply and get agency review status lifted. We may be a unique friends group that is operating under a BLM agreement. The board thanks Harry for his extraordinary efforts.

GS report- See report.

BLM report- See report. Opening plan is a self-guided tour with a brochure and docents would be staged in areas to answer questions. Harry suggested having a volunteer conference so all the volunteers will be prepared and know the parameters. Ryan plans to have a dry run of the tour with volunteers before opening. Gary suggested clearly blocking off trails that shouldn't be used and clear signage. There is concern about our volunteer force waning because of the risk of exposure on public tours and the health of our volunteers. Veronika has accepted a job with USGS as a term biologist in Menlo Park and will be starting in late October.

FSB- No report.

Tower- See report.

Power lines- See report.

Capital Campaign- See report.

Membership Committee- See report.

Old Business:

Lens Report – None.

New Business:

Communications Plan - See BLM report.

Discussion Items:

1. Coop Agreement Performance Goals - Currently we have goals that the association committed to that have old dates. Harry needs to send in an annual report by end of October and would like the board to look at the table and make notes for completion dates and tasks listed so Harry can have an updated list of goals.

End: 7:04 pm

Minutes recorded by Holly Gant.

Attachment 2: Treasurer's Report 9/23/2020 – Harry Thorpe

TREASURER'S REPORT for August 2020

1. OPERATIONS INCOME: Last Month: \$463.00 YTD: \$18,067.43

PROFIT: Last Month: <\$142.85> YTD: \$2,191.20*

*Excludes restoration expense: \$44,400

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#

BLM audit adjustments pending

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>
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
June 2020	529,580.78	5,696.25	1,018.25	--	5,000.00	531,295.28

3. OTHER:

- Reviewed July/August transactions.
- Light station was closed for August.
- FSB lighting project – no progress.
- Additional discussions on BLM audit continued.

Harry M. Thorpe, Jr.
Treasurer

Attachment 3: Gift Shop Report 9/23/2020 – 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				

	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	

Increased online sales from Veronika's Facebook posts (e.g. August online sales = \$120, July = \$75, June = \$26). Custom socks are in design and pre-production.

Attachment 4: BLM Report 9/23/2020 – Ryan Cooper

When will we get back to work?

John, Gabe and I will be meeting this week to discuss how we want to move forward. I have submitted a draft tour format for their consideration. We will need to get the State Directors approval before we move back to tours.

Lens

I had a nice discussion with Whit Donaldson of the Lions Club, and he is the new VP in charge of facilities. He seems interested in working with us on the lens. He seemed willing to help in the transition to BLM. He is in firm belief that the Lions Club would be in favor of leaving the lens in place and updating the current enclosure.

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

New Brochure

New Brochure is sitting in the state office waiting for approval. Jesse let me know it would be reviewed this week.

Future Projects

Parking Lot Redesign / Restrooms

The State engineer is working on a design and we are going to work with him to incorporate the new restrooms and possible low-profile lighting. The goal is to get this done this fiscal year ending October 1.

Coast Guard Unit Roof

Bids came in at more than double the government estimate so we are regrouping and looking for extra funds. Nothing will happen until October.

FSB Lighting

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

Flag Pole

Honestly have not done much with it. As soon as we get a budget for 2021 I will get it ordered.

Air Compressor

Was there any progress on this one way or another while I was gone?

Special Event:

Eroica	Cancelled until 2021
School Tours	Jodie is working on a virtual tour.

Tour Numbers

Month	2014	2015	2016	2017	2018	2019	2020	2021
October	637	605	516	500	506	441	535	
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	

Attachment 5: Tower Report 9/23/2020 – Jim Harris

Bruce Elster's effort on the tower this past month has been deferred to the priority of other projects. He has completed his report on the status of the light station at Punta Gorda for the BLM. The BLM now has him doing another light station status report on the Trinidad Head light station that will require him to visit there at the end of the month. He also is finishing his report on the assessment of the enclosure in Cambria for the first order Fresnel lens from the Piedras Blancas tower. Due to the public health situation and other commitments, he and Dan Murphy have yet to start the work on an estimate of the construction cost for the design for the tower. It is expected that they will be able to get together in the coming month to begin the discussion on the estimated construction costs for the restoration of the tower. Bruce will get in touch with me during the beginning of October to firm up the plans for his work on the tower.

Attachment 6: Underground Utilities Report 9/23/2020 – Jim Harris

The status is the same as in the previous six 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.

Attachment 7: Capital Campaign/Grants Report 9/23/2020 – Jim Harris/Holly Gant (David Cooper)

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 two year 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. Per David's request, Holly initiated a search on Instrumentl for grants to cover the CyArk proposal that BLM declined.

Native Daughters of the Golden West, Lighthouse Preservation Committee reached out to us. They asked us to submit a project for one of their mini grants ASAP. They are currently in the review stage. Last year they provided \$1,000 for replacement of walkway railings around the lantern room of the Point Cabrillo Lighthouse. They have done as little as \$200 for children's teaching supplies or towards elementary school visits.