

Fire Safe Sonoma
CDF West Division HQ – 2210 W. College Ave, Santa Rosa, Ca
Minutes
September 7th, 2011

Attendees

Tamara Boulton, Ray Utterback, Caerleon Safford, and Bob McIntyre

Additions, Deletions, or Reordering to the Agenda :

- Corrections to August notes. Tabled for approval at Octobers meeting

Reports:

- Treasurer's Report – Approved
- Minutes – Approved (added Ray spearheading the Occidental Market FSS booth)
- Chief's Meeting – No one attended. Caerleon attended the FPO meeting instead
- Caerleon's Timesheet – Approved portion for Chippers Ahoy! and question about fax number charge for Chippers Ahoy past the deadline. Caerleon to revise timesheet
- Tax Documents- Approved

Grant Status:

- ***Chippers Ahoy:***
 - No longer taking applications
 - As of the end of August, \$30K in non-invoiced work
 - Received \$37,000 from CFSC, but remaining \$74,000+ seems to be in limbo. Need to find a way to provide back-up funding in the interim as invoices come in. CFSC will send us a letter to show funding is getting backed if we decide to take out a loan. Donor money could be used as well.
 - Money may be sourced from other returned funding through CFSC
- ***SNAPt:*** 2 people taking part now.
- ***CWPP:***
 - Still has structure problems
 - Bob and Caerleon to sit down and identify bigger components from County's Hazard Mitigation Plan
- ***Roadside Grant:***

- RFP being prepared for administration by certified arborist.
- Mimi working on RFP so people can respond to individual category (allows flexibility in hiring.
- Caerleon needs to pay Mimi

Air Quality Chipper:

- Needs to be smogged (check operating manual). Bob and Caerleon to work on maintenance schedule.
- Use agreement is ready for board review

Website:

- Home page needs to have overall information about the organization including goals, mission, history, etc.

Board Members

- Needs to seriously try and get some qualified board members since we are at our “lowest point” on membership.
- Should come up with a list of qualifications for new members. Brochure created?

Fundraising

- Ray still needs some information for the Heffernen grant. Tamara and Caerleon will help Ray with this and provide a final review.
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Action Items

- Chippers Ahoy! on-line application forms may have a problem and needs to be looked into
- How to function without grant funding
- Need new board members badly
- Tamara and Caerleon to get PayPal up and running

Next Meeting

- October 7th, 2011

