

**Fire Safe Sonoma**  
**CDF West Division HQ – 2210 W. College Ave, Santa Rosa, Ca**  
**Minutes**  
**March 19th, 2010**

**Attendees**

Jack Rosevear, Caerleon Safford, Tamara Boulton, Ray Utterback, Nathan Garrett, Tony Walls, Todd Derum, George Morris, Corinne Barkley

**Additions / Reordering.**

Grants update from Caerleon was added to the agenda

A discussion on Board Membership will be added to the agenda

Ray and Nathan will lead a discussion on fundraising for Fire Safe Sonoma (FSS)

The Board approved the purchase of two “Broom Wrenches” at the cost of \$50. The tool will be lent to Fire Free Fitch and one will be kept on the FSS Chipper.

**Consent Agenda**

Approval of the Consent Agenda was postponed until the next meeting in order for all Board Members to review the treasurer’s report and January, February minutes

**Grants**

The Following is a progress report from Caerleon addressing the current state of secured and unsecured grants pertaining to FSS:

**1. Chipper Extravaganza:**

*Grant Period: 12/2008-12/2010. We are currently in Q 5 of 8.*

*Next Quarterly due: 5/01/10*

*Money In from CSFC: \$62,757 (of a total \$83,440)*

*Invoices Paid: \$7391*

*Current Invoice: Feb: \$ 2505*

Programs scheduled: Sonoma Valley, Bennett Ridge, St. Helena Rd.

**2. Chippers Ahoy!**

*Grant Period: 10/01/09-10/31/11*

*Next Quarterly due: 04/31/10*

*Money In from CSFC: \$0 (of a total \$260,000)*

*Invoices Paid: \$0*

*Current Invoice: None—Time spent: 6 hours. Will bill when funds arrive.*

Fund arrival date still unknown.

### **3. CSFC 2011 Call for Proposals:**

***Grant Due Date: Feb 26, 2010***

Submitted 2 proposals:

An extension for Chippers Ahoy! \$223,819

For Roadside SOD Survey and Removal \$151,032

### **4. CWPP**

*Current Invoice: I am holding all further invoices until the project is done.*

*Currently 69 hours (\$1725).*

*Funds available for project: FF \$3,068.58*

TSR done except for last round of changes.

County Plan: Changes are showing up upon review.

### **Tax Preparation**

Present Board Members unanimously elected Hood & Strong LLP for tax preparation services.

Tamara abstained from voting to elect Hood & Strong LLP for tax preparation services.

### **Fire Safe Sonoma Website**

Caerleon found a company called Mendocino Community Network (MCN) to provide web hosting services. MCN would charge a “one-time” start up fee of \$20. After that, web hosting is free.

Caerleon will work on migration of the website to the new server.

Tony and/or Nathan will need to meet with the current website administrator to learn how the website is currently set up.

### **Fundraising and Membership Plan**

Jack Rosevear announced that he would resign from the Fire Safe Sonoma President position. Tony Walls volunteered to fulfill the duties of FSS President after Jack tenders his official resignation to the Board. Nathan Garrett volunteered to fulfill the role of FSS Vice President. Election of officers will occur at the next meeting.

Ray solicited the following golf courses to advertise the “Tee it Up for Fire Safety” golf tournament: Wikiup Golf Course; Fairgrounds Golf Course; Oakmont Golf Club; Northwood Golf Club; Sebastopol Golf Course. Ray still needs to contact Fountaingrove Golf & Athletic Club.

Ray also presented a fund raising plan that he developed. The board agreed to review the plan and decide at the next meeting which parts, if not all of the plan would be applicable or necessary for the purposes of FSS.

Nathan led a discussion on the “Tee it Up for Safety” Golf Tournament. He asked if anyone would help advertise the tournament or knew of possible corporate or private sponsorship. Corrine Barkely said she would distribute the tournament advertisement to

various groups and individuals she knew.

Todd Derum from CalFire volunteered to join the FSS Board. The Board will hold a vote to approve Todd's request to join.

### **Annual Planning Meeting**

The Board held a discussion to consider the current FSS mission statement and develop goals for 2010 and beyond. A collaborative effort was made to revise the current mission statement and goals with defined timelines were established. Once the revisions of the mission statement and the goals are final, the information will be posted on the FSS website.

### **Future Agenda Items and Next Meeting Date**

The Board will review existing FSS Policies and Procedures and any recommended by-law changes

An election of officers will occur

Terms of office for the elected officials will be reviewed

Further discussion on fundraising

Previous minutes and treasurer's report will be approved