

Fire Safe Sonoma

Minutes

Wednesday, December 5th, 2007

CDF West Division Headquarters – 2210 W. College Ave, Santa Rosa, CA

Attendees

Marshall Turbeville, Caerleon Safford, Jack Rosevear, Tamara Boulton, Marjorie Conely, Suzie Blankenship, Eric Hoffman, Tony Walls

Approval of Minutes

Any suggestions for correction need to be sent to Tony Walls. In turn, Tony will send final copy to Jack via E-Mail.

Treasurer's Report

The previous balance was \$33,815.22 and the current balance is \$33,715.22. The balance was adjusted to reflect the set up of a "petty cash" fund for expenditures described at the November 2007 meeting. An addendum was added to the treasurer's report to reflect a breakdown of the received by Fire Safe Sonoma (FSS).

Grant Updates

CWPP

Caerleon is currently working on the first draft of the CWPP and would like to concentrate of finish the draft soon. No timetable has been set for completion of the draft. Caerleon is planning to schedule a meeting with CalFire representatives to discuss the CWPP. The tentative timeline for the meeting would be sometime in January, 2008. According to Marshall Turbeville, it is a goal of CalFire to make their fire plan CWPP compliant.

PG&E Grant

The full amount of the PG&E grant is still available for use. Davey Tree Service gave FSS \$3200 to the SOD/Chipper Days program. Caerleon sent Scott Avlekeotes an e-mail to thank Davey Tree Services for their efforts and donation. The next step for FSS is to identify new communities or regions to focus efforts on future projects.

S.O.D. Grant

Caerleon has received a total of 54 applications from individuals and community groups requesting assistance. She feels there will be no problem disbursing the entire amount of

the grant to fund various projects. Caerleon sent an E-Mail to the grant manager requesting disbursement of funds for the projects.

Clarification of Board Positions and Terms

Due to the lack of necessary time to commit to the topic, terms for Board Members will be extended until February of 2008.

A discussion was held the topic of additional board members. Suzie Blankenship announced she would only like to attend FSS meetings and step down from the FSS Board. FSS will have to recruit to replace Suzie, as well as to find additional Board members.

Caerleon announced she had a candidate in mind, but the name was not disclosed at this time. Jack Rosevear suggested FSS look to State Farm Insurance for a possible board member. Eric Hoffman agreed that there should be an insurance representative on the board. Jack also suggested a Master Gardener would also be a good addition to the Board. Tamara Boulton recommended that a county planner would be an option for recruitment to the Board.

Jack asked for a couple of Board Members to conduct a screening process for potential new candidates. Jack and Tamara could possibly be the two Board Members to participate in the screening process.

New Business

FSS 2008 Planning Meeting will be held on January 9th, 2008 at 11:30 a.m. The meeting will include lunch. One of the main objectives of the meeting will be to form the 2008 budget.

Money needs to be set aside for tax preparation. FSS also needs operations costs to be included in the budget. There was a brief discussion of getting additional insurance coverage above and beyond the current coverage for FSS.

FSS needs to develop a donation solicitation program/strategy. This will be discussed at the planning meeting. The Board will also discuss improvements to the website at the planning meeting.

Caerleon has created a tri-fold flyer for Fire Safe Sonoma. She handed out the flyer to the Board Members present at the meeting asked for feedback, if any, before she makes the final corrections. The flyers will be used to solicit membership and donations. Eric Hoffman requested some flyers for Fire Prevention Officers to hand out. The Board decided to have 1,000 copies of the flyer to be produced.

Old Business

Soil was delivered to the CalFire Station in Healdsburg for the Fire Safe Garden. There was a suggestion that plants for the garden could be selected from the Honor Farm. Tony Walls suggested that photographs should be taken during the set up of the garden to post on the FSS website.

No actions have been taken pertaining to the purchase of a Chipper for FSS. There will be more discussion on this topic in future meetings.