

Palomar Mountain Fire Safe Council Foundation

Board Meeting Agenda

10 AM January 16, 2016

@ Bonnie Phelps Square House

Time	Topic	Facilitator	Objectives
10 AM	Call to Order	Yvonne	
	Introductions		
	Approve Minutes	Cecelia	
	Financial status	Gina/Yvonne	Current balance/expenses
	CWPP	Yvonne	Review pending
	Status: SRA grants (2015-2016)	Mike	-Chipping days: Fiscal sponsor FSCSDC -Geographic extension of current PMFD SRA grant deferred
	Bimonthly FSCSDC report	Mike/Cecelia/ Yvonne	Meeting 1/14/16 FSC Priorities: #1) Defensible space #2) Evacuation routes #3) Fuel reduction when #s 1 & 2 addressed Announcements (activities/smoke alarms) Potential grants
	Other Potential grants		- Neighborhood Reinvestment Program (Cty supervisors) -NRSC (RCD/FSCSDC): Possible funding through USFS brush clearing for mountain residents beyond 100' defensible space
	Status: Reinstatement of 501c3 non-profit status"	Gina/Yvonne	-Process: CA Dept of Corporations: Pay fee File Federal/CA taxes 2011-2014 (4 yr) Apply for IRS 501c3 reinstatement when filing with IRS Apply for CA 5013c reinstatement (Secty of State) after Federal reinstatement -CPA: Shirley Downey (Escondido), Scott Phillips (Oceanside), Chris Kelley (FSCSDC) -Cost : CPA: Tax filing and reinstatement (\$300+/yr plus r reinstatement filing \$400+) Penalties Fees: \$850 for federal reinstatement -Payment options: donations, deferred payment
	Website: MyPalomarMountain FSCSDC		Need volunteer to update
	PMFSC address and phone		Currently (760) 742-1891 (R. Carlyle) PO Box XXX , Palomar Mtn, CA 92060

			Contact: phone/email
	Associate membership FSCSDC	Yvonne	Associate Membership Agreement MOU
	Liability insurance 1) Board 2)Volunteers		Will need when we have a grant
	Potential Activities		-PMFD Chipping days; facilitate organization/scheduling? -Brush moving/burning: R. Carlyle -Community meeting
	New Business		
Next Board Meeting: Date: February Time: Site:			

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Action Items

Board Meeting: December 12, 2015

Present: Bonnie Phelps, Cecelia Borland, Gina Aven, Mike Wilson (phone), Yvonne Vaucher, Nick Spear, Terry Sproul, Mike Pique, Thomas Shoots **Absent:** Terri Bailey, Robert Carlyle

Topic	Action Items
New board membership	Nick Spear Terry Sproul Mike Pique Temporary: Robert Carlyle is "Member at Large" until reinstatement of non-profit status Currently at 10 members
Financial status	Current bank balance: ~ \$250 Current expenses: \$7/mo to maintain bank account at Ca Bank and Trust. Statements electronic only (Saves \$3/mo) Signature cards: To be changed from RCarlyle to YVaucher, GAven when non-profit status reinstated GAven has FSC debit card. Currently RCarlyle only authorized user.
SRA grants (2015-2016)	MWilson working with Cliff Kellogg and Ann Baldrige (FSCSDC) to prepare 2 SRA grant applications for submission Jan 7, 2016 <ol style="list-style-type: none"> 1. Chipping grant \$10,000 2. Extension of Highpoint clearing \$26,000 Grant funding is by reimbursement so \$ needed up front. MWilson will check with Keith Ronchetti (treasurer PMFD) to see how PMFD is handling current Highpoint funding. (If grant approved, there is an option for monetary advance. Contractor may also arrange to delay payment.) Non-profit sponsorship needed: to submit grants: FSCSDC is willing to sponsor \$10,000 chipping grant (per Mike Wilson conversation with Ann Baldrige) but Ann will need FSCSDC Board approval for the \$26,000 Highpoint extension grant given reimbursement provision. Alternative would be sponsorship by PMFD but next PMFD board meeting is after submission deadline.
Reinstatement of 501c3 non-profit	Need CA and US Tax filing for 2011-2015 after which we can reapply for CA non-profit status Tax preparation: RCarlyle is compiling ASAP. YVaucher will work with RC to accomplish this ASAP. Tax Filing goal: by Jan 31, 2016 <ol style="list-style-type: none"> 1. Spreadsheet of itemized annual income and expenses (itemized) 2. Annual income/expenses We will obtain/retain copies of all prior FSC bank statements Shirley Downey (CPA) in Escondido is willing to file taxes. Cost TBD when 2011-2015 tax information available. Penalties will need to be appealed. CBorland is liaison with SDowney. Back fees and reinstatement fees required: \$345+ <ul style="list-style-type: none"> Non-profit Statement of Information: \$20 CA Franchise Tax Board (\$65 X 5 years for 2011-2015): \$325 IRS late-filing fees: TBD

	PMFSC fiscal year is Oct 1-Sept 30 as registered with IRS. Bylaws need to be changed to reflect this (Currently Jan1-Dec31).
FSCSDC	Next meeting Jan 14, 2016. MWilson, YVaucher will attend Associate Membership Agreement MOU between PMFSC and FSCGSD to be signed (Y Vaucher) Grant writing workshop: MWilson to attend
Board liability insurance	Currently none. Needed.
PMFSC PO Box	Cecelia has PO Box key
Fundraising	Start-up funds to be requested from PMFD and PMPO when total \$ of necessary expenditures are known (Goal before Feb PMFD and PMPO Board meetings) Need non-profit status before requesting tax deductible donations Question: Could donations to PMFD specifically for fuel reduction be given by PMFD to PMFSC? Question: Could the PMFD or PMPO loan the needed funds to the FSC?
Website	Currently on "mypalomarmountain.com" website under community links
Current PMFSC activities	Brush burning (R. Carlyle)
Potential Activities	<ol style="list-style-type: none"> 1. Pending: Large USFS grant for Palomar Mountain submitted. Associated NRSC (RCD/FSCSDC) funding would provide for brush clearing on private land beyond 100' defensible space. 2. County Supervisors: Neighborhood Reinvestment Program
FYI	PMFD chipping days: chip@palomar-fire.org Jan 21 2016, April 21, 2016

Next Board Meeting: 10 AM January 16 , 2016 @ Bonnie's Square House