



SCFSC Meeting Summary
April 13, 2005
Midpeninsula Regional Open Space District

- I. Call to Order: Pat Congdon 10:10 AM
- II. Introductions: Mike Filbin, Central Coast Land Clearing.
- III. Meeting Summary: A motion to approve the March Meeting Summary, which was posted on the SCFSC Web site, was made by Dave Athey and seconded by Greg Latronica. It passed unanimously.
- IV. Treasurer's Report: Financial Update and Treasurer's Report
Dave Athey presented and passed out account statements for the checking account. Michael Newburn made a motion to approve the Treasurer's Report, which was seconded by Greg Latronica and passed unanimously.
- V. Action Items: Community Outreach and Education Grants
Jan Cokely provided an update of the current COE activities including assisting at the Saratoga Rotary Art show on May 1, 2005 and staffing the Non-Profit booth at the event. Jan will coordinate directly with the volunteers for this event.
- Grants Summary Report
Allan Thompson summarized the current grant expenditures and balances as well as the progress in implementing QuickBooks Online (all the old data has been entered and checked and the closing completed for Q1, 2005). Allan is now writing some SCFSC QuickBooks Guidelines so others can use the system. The upcoming expenditures for the Montego Homeowners Hazardous Fuel Reduction Grant we discussed briefly here and also later at the Officers and Director's meeting (see below).
- VI. Coordinator Report: Council Coordinator Report
Jan gave an update on her fundraising activities. Pat Congdon attended the Saratoga Rotary meeting on March 18, 2005 where SCFSC received a \$5,000 check from the Saratoga Rotary Foundation.
- VII. New Business: Wildfire Awareness Week will be the second week in May. Dave Athey summarized the plans for the Live Fire Training on June 21-22, 2005 at Santa Clara County Grant Ranch Park. Mike Filbin summarized his Central Coast Land Clearing business.
- VIII. Next Meeting: Santa Clara County Field Sports Park

IX. Meeting Adjourned: 11:00 AM

Officers/Directors Present: Dave Athey, Pat Congdon, Dirk Mattern, Michael Newburn, Allan Thompson

Members and Visitors: Jan Cokely, Stu Farwell, Mike Filbin, Gene Hewitt, Greg Latronica, Mike McClintock, Christine Miller, Judy Thompson

Officers and Director's Meeting (11:00 AM – 12:00 PM)

Officers/Directors Present: Dave Athey, Pat Congdon, Dirk Mattern, Michael Newburn, Allan Thompson. Others: Jan Cokely, Greg Latronica

Actions Taken: Allan Thompson discussed and moved to accept the revised SCFSC Accounting Policy and Procedures to accommodate the use of the QuickBooks Online accounting system. The motion was seconded by Michael Newburn and passed unanimously.

Allan Thompson summarized the Montego Homeowners Hazardous Fuel Reduction Grant progress and expected payments. Michael Newburn made a motion to authorize the payment when all the requirements have been met. The motion was seconded by Dave Athey and passed unanimously. Allan will continue to coordinate this project with the Montego Homeowners Association.