

**Westport Village Society
Quarterly Meeting Minutes
October 19, 2019
Westport Community Church**

1) Call to Order:

Meeting called to order at 9:10 am by president Than Van Bueren
Board Members Present: Rock Bush, Bill Knapp, Leslie Langset, Gary Quinton, Thad Van Bueren
Board Members Absent: Tabitha Korhummel, Dorene Real

2) Administrative Items:

Assignment of Officers:

President	Thad Van Bueren
Vice President	Gary Quinton
Treasurer	Bill Knapp
Secretary	Rock Bush

Approval of previous meeting minutes and quarterly finance report:

Quarterly meeting: July 20, 2019 – Approved
Annual meeting; October 4, 2019 – Approved
First quarter finance report; Jul 1 to Sep 30, 2019 – Approved

A preliminary budget was presented by the Treasurer at the meeting. Comments and recommendations on the budget were requested to be sent to the board members by November 18, 2019.

The board requested that the Treasurer investigate rates on Certificates of Deposit at the local banks and provide a recommendation at the next board meeting whether to move the existing CDs to another bank.

3) Public Input:

Melinda McLaughlin was in attendance. She returned her copy of the WVS handbook and requested that it be given to Dorine Real who replaced her on the board.

4) Active Business:

The 2018 Federal and California Exempt Organization tax returns were reviewed. The board approved both returns after 2 minor corrections: revising the officer designation for the WVS board members and changing the number of conservation easements from 3 to 2.

It was agreed that developing a 5-year strategic plan was critical for the continued success of the WVS. Initial suggestions are requested to be sent to the current board members by November 18, 2019.

Headlands:

The board approved the headland maintenance items and requested that Gary Quinton proceed with the work. This includes installing signage at the top of the stairs to the beach, determining if any of the existing signs need to be replaced, cleaning out the drainage ditch, inspecting the well cover and stabilizing the area around the historic beam.

Further efforts on provide utilities to the Westport headlands is on hold until there are better estimates of the permit costs and source of funds.

Fundraising:

Gary Quinton requested considering a special fund-raising effort in order to have guaranteed resource for funding the WVS insurance needs.

Thad Van Bueren agreed to investigate the costs and procedure for making a WVS 2020 calendar using the historical photograph archive.

Gary Quinton will contact Erika Freeman and Tabitha Korhummel about lessons learned from last year's Ducky Race and determine who may be available to help with next year's Ducky Race. It was suggested that moving the race to the Westport headland be considered.

Other:

No mini grants were provided during the previous quarter.

Bill Knapp and Rock Bush will investigate options to update the WVS accounting software.

5) Agenda for the Next Meeting:

The next quarterly WVS board meeting is scheduled for Saturday January 18, 2019 at 9:00 am. Details of the WVS strategic plan will be discussed.

6) Adjournment:

The meeting was adjourned at approximately 11:30 am.