

Westport Village Society
Quarterly Board Meeting Minutes
Saturday, January 21st, 2017, 2:00PM
at the Westport Community Church

1. CALL TO ORDER: The meeting was called to order at 2:00PM by Board President Thad Van Bueren. Board members present were President Thad Van Bueren, Vice-President Steve Brigham, Treasurer Bill Knapp, Melinda McLaughlin, Gary Quinton, and Dorine Real. Former Board members present were Lee Tepper and Lois Senger. Guests/Members present were members Bob Finnell and Mark Finnell. Secretary Sarah Cullar was unable to attend, so Steve Brigham agreed to take the minutes. Melinda McLaughlin agreed to serve as time-keeper.

2. PUBLIC/MEMBER INPUT: (see Active Business: Goal Setting below)

3. ADMINISTRATIVE ITEMS: **The Minutes of the August 17th, 2016, October 15th 2016, and November 21st, 2016 Board Meetings were all approved (Knapp motion, Quinton second, all ayes). The First Quarter (FY2016-17) Financial Report was presented by Treasurer Bill Knapp and approved (Quinton motion, McLaughlin second, all ayes).** It was noted that WVS bank statements are now in digital format. Lois Senger expressed her thanks to the Board for the weekend getaway gift given to her for her over 20 years of service as a Founding Board Member of the WVS.

ACTIVE BUSINESS

4.a. HEADLANDS INHOLDINGS PROJECT -- As outlined in his article in the January 2017 *Westport Wave*, President Thad Van Bueren reported that the hoped-for acquisition of the 50' by 120' private parcel on Highway 1 at the southeastern end of the Headlands will not take place. Because the sellers will not agree to sell below their list price (much higher than the appraised fair market price, which is all that we can pay), escrow has been cancelled. The two much smaller privately owned parcels nearby are unbuildable. The Board was thanked by President Van Bueren for their help in this project.

4.b. GOAL SETTING FOR 2017 – WVS Member Bob Finnell suggested that an annual joint meeting of the various Westport Boards (WVS, WVFD, Water District, WMAC, Cemetery, and Church) would facilitate better communication between Boards as well as a better understanding among board members of what each Board does and its current projects. This could lead to more effective cooperation and utilization of resources amongst the boards. President Van Bueren said that another 2017 Goal, completion of the WVS Board Manual, will be accomplished this year (see below under Active Business:Board Manual). Dorine Real suggested renewed emphasis on emergency preparedness, as well as community-building activities, in 2017.

4.c. WESTPORT COMMUNITY HEADLANDS -- It was announced that the historic giant log bridge to Bridge Rock had just that morning been washed into the sea by high waves. It is now on the beach but at risk of washing out to sea with more high waves, so it must be secured immediately. After this meeting adjourns, the plan is to secure the log on the beach so that it may be lifted onto the Headlands with equipment later in the year when it is safe to do so. There it will become a historic ocean-viewing bench for all to enjoy. **The plan to save the Bridge Log was approved (Real motion, Brigham second, all ayes).**

4.d. LOCAL TRAILS -- Thad Van Bueren reported that the Ten Mile Bridge trail has been successfully opened with volunteer help, as reported in his article in the January 2017 *Westport Wave*. The steps/trail down to Pete's Beach, however, still need a lot of work. It was suggested that this project be done on an informal volunteer basis, and not as a formal WVS project. However, it was deemed appropriate and **approved to utilize the WVS W-UL State Beach account money as starter funding for this work (Van Bueren motion, Brigham second, all ayes).**

4.e. HISTORY PHOTO DISPLAY -- A long-planned project to display historic Westport photographs in The Westport Community Church was discussed. Ten photos of approximately 8.5" x 11" in size will be printed from Thad's disc already provided using Bill Knapp's printer, and then mounted for display with inexpensive pre-matted frames. Total budget for this project is \$350. **This plan was approved, and Melinda McLaughlin will manage the project (Van Bueren motion, Quinton second, all ayes).**

4.f. WVS MINI-GRANTS -- A list of recent WVS Community Mini-Grants was discussed. The budget and any necessary appropriation of further funding for this important program will be discussed at the next WVS Board Meeting in April.

4.g. WVS LOGO -- Three submissions have been received for the design of the new WVS logo, as presented in the January 2017 *Westport Wave*. It was decided to keep soliciting more designs in the coming months so as not to rush this important project.

4.h. WVS BOARD MANUAL -- President Thad Van Bueren reported that the project of a complete WVS Board Member Manual describing all key WVS organizational tasks (including Officers' tasks) is on track for final approval at WVS Quarterly Board Meeting in July. He distributed a handout of the table of contents for this manual. As necessary, draft sections will be available for board members' e-mail review in February and March, with a draft document to be discussed at our April Board Meeting. When completed, the WVS Board Manual will be a comprehensive guidebook which will allow anyone to function effectively as a WVS Officer or Board Member, thus further insuring the successful perpetuity of our organization.

4.i. 2017 DUCKY RACES PLANNING – Ducky Races Chair Elika Freeman could not attend the meeting, but sent her report via e-mail, which was very well-received and much-appreciated. For 2017, we will continue to hold the Ducky Races on Mother's Day, and as such it will this year be a more "mother-oriented" event than ever. There will be more mother-oriented gifts for sale, and the Raffle will be maximized with more mother-oriented prizes. The Races themselves will be improved, and the Food Service will be as well. The WVS Board thanks Elika for her inspired leadership this year, and we look forward to an annual event this year (on May 14th) with many new and exciting features!

5. ADJOURNMENT: There being no further business, President Thad Van Bueren declared the meeting adjourned at 3:30PM. **The next Quarterly Meeting of the Westport Village Society Board will take place on Saturday, April 15th, 2017 at 10:00AM at the Westport Community Church.**