



# WESTPORT VILLAGE SOCIETY

P. O. Box 446, Westport, CA 95488

<http://www.westportvillagesociety.org/>

[wvs@westportvillagesociety.org](mailto:wvs@westportvillagesociety.org)

supporting local charitable and educational projects and  
fostering the preservation and interpretation of the environment since 1992

(707) 964-7355

## Directors

Bill Knapp  
(President)

Thad Van Bueren  
(Vice President)

Erin Brazill  
(Secretary)

Rock Bush  
(Treasurer)

Derek DiOrio

Gary Quinton

Dorine Real

## Minutes for the October 27, 2021 WVS Quarterly Board Meeting

Wednesday at 6:30 PM via Zoom

Present are: Gary Quinton, [Erin Brazill](#), [Bill Knapp](#), Rock Bush, Bill Finnell, Thad Van Bueren, Victoria Patterson, [Derek Diorio](#), Lee Tepper, Dorine Real, Jim Jiles, Lia Patterson

**Call to Order:** Welcome and introduce meeting procedures; roll call to establish quorum; finalize agenda and time allocations [Erin 5 min]\*

Meeting norms presented by Erin and accepted:

- Step up/Step back, share the air, contribute and listen
- One person speaks at a time, please try to not interrupt
- Especially with Zoom meetings: please try to look up before speaking, you might miss a non-verbal signal
- Please mute when you are not speaking
- Please assume best intentions, we are all on the same team and working for the same ultimate goals
- Try to be hard on content, soft on people
- Does anyone have any time restrictions?
- We should take a 5 minute break after an hour and please no talking about content during the break. -Also, anyone can call a break at any time for any important reason
- Please be conscious of making a suggestion for action with ideas for follow through

**Public/Member Input:** Input on topics not listed in agenda

Victoria—gave a heads-up about a wedding in the last weekend in August.

Rock—we have received another Wedding for the second weekend in August. We had low return for membership renewals, We should do another mailing

Bob Finnell—Draft minutes are not loading. Send minutes with agenda, Cones should be removed, should have a permanent solution, Review board manual annually, Would like to join the headlands committee

Bill Knapp—Would like to reorganize committees

### Administrative Items:

1. Secretary Report: – Erin
  1. Approve July 28 minutes and October 1<sup>st</sup> annual meeting minutes
  2. Present any correspondence requiring Board action. None
  3. Minutes were approved unanimously

2. Treasurer Report: – Rock Shared the treasurer report. Thad thinks we should send out physical mail instead of email to those who have email access for annual mailing.
  1. Review & Approve first quarter finance report including budget
  2. Update status of Income Tax filing & other Govt agency filings
  3. Comments: Bill-we need to do a full mailing
  4. Rock would like a template for the letter head, Bill will provide one.

### Active Business

#### Headlands Committee

1. Vegetation management update – Thad  
No last work day in October, it was in the Wave again. We will resume it again in the Spring.  
Rock-Should we change the Headlands date so it doesn't conflict with garden. Derek-Gardeners come on first Saturday, not so much on third. Will switch to first Saturday
2. Maintenance update – Gary-rain has prevented maintenance on garden. When it dries, we can work on it.
3. Community Garden – Derek Garden is dying back, will plant winter crops

#### Communication & Outreach – Derek / Thad

1. Web site: Thad is maintaining the website, he updates, calendar, minutes
2. Erin-maybe we can update the facebook page more often, we will talk about it more later.

### New Business

#### Appointment of Officers: President, VP, Treasurer & Secretary

Bill is nominated for president and voted in,  
Thad is voted in as Vice President  
Rock is voted in as Treasurer  
Erin is voted in as Secretary

### Strategic Plan -- Bill

1. Goal – consensus on how and when WVS will create a plan
2. We need to meet more often to get a Strategic plan actually working
  1. What does the community want?
  2. What are our goals/how are we going to execute them
  3. Can we meet more often? Maybe leave the business items to later, Victoria would love to participate. Should we meet once a month? Or 8 times a year? We should have a regular schedule. Doreen made a motion for meeting monthly, 3rd wednesday of the month, to discuss fundraising and strategic plan, Motion was passed
  4. Why does WVS need money?
  5. Bob feels we need minutes for subcommittee, May be difficult if meetings are taking place in the field

Agenda for next Board meeting (Wed Jan 26, 2022 at 6:30 PM)

**New Business/Action items:** Water conservation, PGE MicroGrid

Public Meeting Ajourned at 7:52pm

Closed Board Session convened at 8:00pm to consider Dehaven Headlands Project.