

**Westport Village Society**  
**(Formed 8/19/1992 - California 1837411)**  
*a (501 (c)(3) organization.*  
**P.O. Box 446, Westport, CA 95488**  
**<http://www.westportca.org/>**

***MINUTES OF THE WESTPORT VILLAGE SOCIETY BOARD OF DIRECTORS***  
***QUARTERLY REGULAR MEETING***  
***WEDNESDAY, APRIL 24, 2024 @ 6:30 P.M.***  
Westport Community Center

**1. *Call to Order: - Establish Board Quorum /Agenda***

Mr. Bill Knapp, President/Chairman welcomed all attendees and called the Meeting to order at 6:35 p.m. in the Westport Community Center. (A ZOOM videoconference link was included to invitees). Notice to Directors included preliminary Meeting agenda including supporting documents: prior meeting minutes of the Regular Meeting January 24, 2024.

Quorum established with Board Members present at the inception of the Meeting in person unless otherwise noted: **Mr. Bill Knapp, Mr. Thad Van Bueren, Mr. Beck Regalia, Ms. Tabitha Korhummel, Mr. Robert Finnell** (via Zoom), and **Ms. Kayla Cooper. Mr. Gary Quinton (Assistant Treasurer)** also attended. Also attending: **Mr. Cy Wilcox**, WVS member. Director **Ms. Dorine Real** was unable to attend.

Mr. Knapp chaired the Meeting and Mr. Finnell (Secretary) recorded the Minutes of the Meeting. The Board reviewed the preliminary agenda. The Board then moved forward with the presented agenda.

**2. Public Input:** Mr. Wilcox indicated he wanted to talk about a process of cessation of use of the Omega Drive Slide for compost materials or otherwise.

**3. Administrative Items**

**A. Secretary's Report.**

Review and Approval of Prior Meeting Minutes—Regular Meeting January 24, 2024. Mr. Knapp presented the process to approve the prior meeting minutes. Upon motion duly made and seconded, the Board unanimously approved unanimously the Regular Meeting January 24, 2024 Board Meeting Minutes as previously presented and posted to the WVS website in draft form. Mr. Finnell provided an update on the status of filing and approval from the Board of Equalization towards the issuance of the Verification for Continued Eligibility of Organizational Clearance Certificate (“OCC”) Welfare Organization Exemption, noting that approximately two weeks prior that the BOE office indicated issuance is usually approximately 8 weeks from the filing date (March 11, 2024). Mr. Finnell also noted that he had spoke to Ms. Lori Agnes (Staff Assistant II) in the Mendocino County Assessor’s office on April 22, 2024 and Ms. Agnew confirmed that the WVS filing for 2024 Claim for Welfare Exemption Annual Filing was received by the Assessor’s office on March 15, 2024 and Ms. Agnew requested that WVS Secretary send the OCC certificate once issued by the BoE to WVS. Mr. Finnell noted that no other material correspondence of interest or requiring Board action had been delivered to the WVS Postal Box or his desk.

**B. Treasurer's Report. (6:45 p.m.)**

Mr. Knapp and Mr. Quinton led the discussion and update on WVS treasury, noting that various financial reports had been provided to the Board in advance of the Meeting: Funds Summary P&L statements, Budget Report, Balance Sheet, WVS Bank Transactions, and Income Statement. Mr. Knapp indicated that the transition of the activities associated with the Treasurer function was on-going from his desk and Mr. Quinton’s desk to Ms. Cooper’s desk. Mr. Knapp noted that the WVS tax return for period ending June 30, 2023 had been recently filed in a timely manner after review and input from the WVS C.P.A and that the California Attorney General form RFF-1 was also timely filed. With no other questions or other inquiries by the Directors, upon motion duly made and seconded the Board accepted the various financial statements as

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presented. Mr. Finnell suggested even as a non-profit entity not subject to the Brown Act, which going forward it may be helpful (to the Members attending the Board Meeting) to have the Treasurer orally disclose certain selected top-line financial data from the financial reports provided to the Directors, at the Regular Board Meetings within the Treasurer's discretion to update the Members. Questions were asked and answered. Mr. Van Bueren noted that there is usually only such financial disclosure presented at the WVS Annual Member Meeting in early October of each year. Mr. Van Bueren also requested various excel reports/data for review prior to the Board Meeting.

**WVS Board Activity – Identify Topics and Managing Meetings (7:00 p.m.)**

Mr. Knapp discussed the WVS Chamber of Commerce membership and value that it may offer to WVS. Questions were asked and answered. Mr. Van Bueren voiced support of value of the Chamber of Commerce membership, in particular probable publicity value offered to various WVS Events. Mr. Korhummel noted that the annual fee for WVS as a non-profit is likely beneficial to WVS to continue as a member.

**Agenda Item 4: Active Business.**

- A. **Omega Drive Slide and issues of green waste disposal.** As a courtesy to Mr. Cy Wilcox, Mr. Knapp expedited the discussion of this issue listed as Item 5.1 (New Business) in the Agenda. Mr. Wilcox, as property owner of the Westport Landship (and his two adjacent neighbors, Ginny and Vance with their consent to speak for them as well) expressed concerns due to the Mid-March 2024 Omega cliff slide. No Dumping signs have been installed and all three property owners are concerned about continued use of this area as a green waste dumping zone and have expressed the view that such green waste dumping is not appropriate anymore due the slide risk damage probabilities. Questions were asked and answered. Mr. Knapp directed possible input and action with the assistance of the Westport Municipal Advisory Board (“WMAC”), noting the several WVS Directors also serve on the WMAC Board. Questions asked and answered concerning a possible process to re-locate to a new green waste area, which could possibly include composting tools and processes to allow for community access to the finished compost. Mr. Wilcox noted he would follow-up with the WMAC.
- B. **Headlands Maintenance Update.** Questions were asked and answered regarding the WVS Headlands stair maintenance to be scheduled as soon as resources, dry weather and soil conditions are favorable to perform the maintenance. Mr. Quinton noted he had acquired plastic composite yellow safety chain/cable for installation in the near future subject to resources for installation. Mr. Quinton noted he was in contact with two local individuals that have volunteered their labor as a service to Westport WVS, to maintain and mow the Headlands turf grass subject to the mowing map specifying areas for mowing and areas protected from mowing or access. WVS would fund their lawnmower fuel expenses using the Headlands maintenance budgeted as the source of expense reimbursement. Mr. Knapp noted the recent ABC permit received in the WVS postal box was an informational document from the WVFD for a planned WVFD event on the Headlands the third Saturday of August 2024. Mr. Regalia inquired about past activities to secure direct water and electric access on the Headlands. Mr. Knapp and Mr. Quinton noted that any further action ceased on this process inquiry during 2019 due to permit complexities and costs.
- C. **Town Hall Meeting scheduled for April 25, 2024**  
Mr. Knapp noted that the WVS organization and Westport Community Church were scheduled to host a “Town Hall” style discussion meeting for Thursday evening April 25, 2024 to discuss possible synergies and process with respect to the Community Center viability and sustenance. The public is invited to attend and contribute to the discussion. This would not be a WVS Board Meeting. Discussion could involve a regular process or schedule for additional meetings, including having Guest Speakers. Mr. Knapp noted

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the recent Caltrans focus meeting with WMAC was very informative. Mr. Regalia suggested a meeting focused on solving the compost issues. A process of planning for Westport Wave editors/contributors was mentioned. A discussion of a possible informal Social Breakfast Club was discussed.

**D. Community Garden.**

Mr. Knapp noted the process to appoint a community volunteer to lead the management of the Community Garden was still ongoing, with a goal of collaborating with a few interested candidates in the coming weeks. Mr. Knapp noted there is a reasonable budget allocated for the gardening process.

**E. DeHaven Creek Headlands Project Update.** Mr. Van Bueren referred to his recent monthly reports regarding the Project and expects delays and cost increases that may result from requests by the County Planning Department for additional studies, the most current process involving a GeoTechnical study/report. Questions were asked and answered concerning issues associated with re-design of the stairs to the creek. Monthly reporting is on-going.

**F. Headlands Whale Festival.** Due to inclement weather the previously planned 2024 Headlands Whale Festival in Mid-March 2024 was cancelled several days in advance of planned event.

**G. Ducky Race.** Ms. Korhummel noted a recent idea from a Member for WVS to plan a Ducky Race Past Volunteers Thank You Event. Testing feasibility would be in order.

**H. Floating Land Easements.** A brief discussion, with questions considered and answered concerning two WVS “floating easements” related to property on the Westside of Omega Drive. Mr. Van Bueren suggested additional information was required on this topic.

**Adjournment.** The Meeting adjourned at approximately 8:10 p.m.

Respectfully submitted:

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*Robert D. Finnell, Secretary - Westport Village Society, a (501 (c)(3) organization.*