

**MINUTES OF THE WESTPORT VILLAGE SOCIETY  
BOARD OF DIRECTORS SPECIAL MEETING  
WEDNESDAY, NOVEMBER 19, 2025 @ 5:00 P.M. ZOOM MEETING**

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

Mr. Thad Van Bueren, President/Chairman welcomed all attendees and called the Meeting to order at 5:06 p.m. via Zoom videoconference. Notice to Directors included preliminary Meeting agenda, which consisted of one topic, review and possible action for approval of a charitable grant of funds to Westport Community Church (501 (C) (3) entity located in Westport, California.

Quorum established with Board Members present at the inception of the Zoom Meeting: **Mr. Thad Van Bueren, Mr. Bill Knapp, Mr. Beck Regalia, Mr. Robert Finnell, Ms. Sheila Winslow (telephone).** Unable to attend: **Dr. Madison McKenney, and Ms. Tabitha Korhummel.** Also attending Mr. Rob Holt (representing WCC Board of Directors), Mr. Art Ferreria. It was confirmed that each participant could hear and be heard by others. *(A link to an anonymous person RECBAL joined part of the Meeting, but was dropped at 5:42 pm from the Meeting due to failure to self-identify by name.)*

Mr. Van Bueren 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.

**1. Review of WCC Grant Proposal and Application.** Mr. Van Bueren welcomed all guests and invited input. At 5:08 p.m., Mr. Rob Holt, representing the Westport Community Church and Westport Community Center indicated that following his prior public input at the WVS Regular Quarterly Meeting of October 22, 2025, the WCC is seeking a possible financial grant from WVS for the purpose of acquiring special audio-visual equipment for the Center in connection with a proposed monthly Speaker Series to be broadcast via Zoom as well as for local community use to benefit the community. Mr. Holt indicated the current plan would be to have a variety of speakers on a range of topics of interest to the Community. Mr. Holt stated a current goal of WCC was to “bring back life to the Community Center” and to raise funds from donations/fees from the A.V. System to enable WCC to use such raised funds address repairs and remediation for the Westport Community Center.

In Mr. Holt’s view a robust A.V. system would be sought out and purchased with a stated objective of having an extended useful life of approximately ten years’ use. Another goal would be to have the A.V. system achieve a “professor proof” standard, which means user friendly and ease of use. Mr. Holt noted that the recent WCC volunteer work day was successful in greatly improving the MCN internet transmission to and out of the WCC Community Center.

The equipment consists for the A.V. System would be new laptop computer, presentation camera that captures the speaker(s) and audience simultaneously or ability to connect visually all speakers, plus two flat screen monitors. Questions were asked and answered. Mr. Regalia inquired as to how often the A.V. System would be utilized. Mr. Holt expressed optimism with a view that “build it and they will come” approach. Mr. Van Bueren noted the application noted approximately \$6200 in equipment costs and approximately \$800 in set up fees. Mr. Holt noted that any funds not used would be issued back to WVS.

Mr. Holt noted the system would be Laser Quality for best projection goals. Mr. Holt noted that use of a service such as Constant Contact would be considered for notification outreach processes. The projection system would be ceiling mounted for best efficiency.

Mr. Van Beuren suggested that WVS would own title to the full A.V. System for the first five years from activation and thereafter title would transfer to WCC in full. Mr. Knapp noted a good webmaster would be required from WCC to manage the website and A.V. System. Mr. Holt noted a reservation calendar would be posted on the WCC website. Questions were asked and answered regarding Mr. Finnell’s primary goal and concern is that fair access and use (possibly subject to a special reduced local fee) to other Westport based entities, such as WVFD, Westport County Water District, Westport Cemetery, WVS and WMAC. The AV System would be tied to and part of the WCC and

there is no expectation of any mobile use of the System, including the camera(s). Ms. Winslow (who also serves on the WCC Board of Directors) opined that any persons or entities resident outside of Westport California would be likely subject to a donation or use fee as reasonably determined by WCC.

## RESOLUTION

Upon motion duly made (Van Bueren) and seconded (Finnell), and after further discussion and clarification, the Board unanimously approved the following Resolution (with Director Winslow abstaining):

**RESOLVED**, *The WVS Board of Directors agrees to grant up to \$7000.00 to WCC to fund the purchase of the specified Audio-Visual System ("AV System") (consisting of one projection system that captures the audio and visual of active speakers, including the audience, two flat screen viewing monitors, and one laptop for operation of the AV System all designed to enhance use of the Community Center building on the WCC property.*

**RESOLVED FURTHER**, *the WVS Board of Directors will timely issue a charitable grant of up to but not exceeding \$7000.00 subject to the following conditions:*

- 1. This charitable grant is awarded by WVS to WCC only for the AV System with the understanding that the Westport Community Church ("WCC") will develop a WCC website and thereafter maintain an active monthly internet service at WCC expense. Costs for the AV System will be reimbursable by WVS to WCC up to the maximum grant amount of \$7,000.00 with the understanding that that title of the AV System will be held and owned by WVS for the first five years of activation use and then thereafter five years, the AV System shall become the property of and ownership title held only by WCC;*
- 2. The AV System purchased by WCC with this charitable grant from WVS will be installed at the direction of WCC (ceiling mounted) and operational within six (6) months of purchase and WVS will have the right to use that system (at no additional per use or event fee) and the Community Center facility for up to 12 meetings per year going forward. 3. In order for the AV System to be used for its intended community benefit purposes it is understood and agreed that the WCC will maintain and fund all of the monthly internet service fee and any other fees to operate and maintain the WCC website that can be used to reserve the Community Center facility and the AV System for meetings and presentations; and*

### 3. Omnibus Resolutions - General Ratification and Authorization

**RESOLVED FURTHER**, *that acts and deeds heretofore taken by any director or officer of WVS intended to carry out the intent and accomplish the purposes of the foregoing resolutions are ratified and approved, including the execution of any agreements or documents in connection therewith and all further papers, instruments, requests, receipts, applications, reports certificates and other documents;*

**RESOLVED FURTHER**, *that, in addition to the specific authorization in the foregoing resolutions, any officer of WVS and each of them, is hereby authorized to take from time to time any and all such action and to execute and deliver from time to time any and all further papers, instruments, requests, receipts, applications, reports, certificates and other documents as may be deemed necessary or advisable in the opinion of any such officer to effectuate, consummate and comply with the purpose and extent of the foregoing resolutions; and*

**RESOLVED FURTHER**, *that the Secretary of WVS be, and hereby is, authorized and directed to file these resolutions in each of the with the corporate records of WVS.*

Mr. Van Bueren noted he would summarize the terms in the coming days within a basic document that would capture the terms of agreement and have WVS and WCC execute same for their records.

**Adjournment.** The Meeting adjourned at approximately 5:48 p.m.

Respectfully submitted:

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

***Mission Statement: Supporting local charitable and educational projects and fostering the preservation and interpretation of the environment since 1992.***

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