

**MINUTES OF THE WESTPORT VILLAGE SOCIETY
BOARD OF DIRECTORS REGULAR QUARTERLY MEETING
WEDNESDAY, JANUARY 28, 2026 @ 6:30 PM
Westport Community Center**

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

Mr. Thad Van Bueren, President/Chairman welcomed all attendees and called the Meeting to order at 6:35 p.m. Notice to Directors included a preliminary Meeting agenda. Quorum established with Board Members present at the inception of the Meeting: **Mr. Thad Van Bueren, Mr. Bill Knapp, Mr. Robert Finnell, and Dr. Madison McKenney.** Unable to attend: Ms. Sheila Winslow Mr. Beck Regalia, and Ms. Tabitha Korhummel. Also in attendance: Mr. Rob Holt (representing WCC Board of Directors), Mr. Rock Bush, Carolyn Yale, Rob Summerton, Mr. Studebaker, and Ms. Carla Thomas. A Zoom video conference was not activated. It was confirmed that each participant could hear and be heard by others.

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. Update on Westport Community Church installation of Audio Visual Equipment in Community Center.

At the Public Comment agenda item, Mr. Holt introduced himself and was recognized to speak on the status of the WVS grant funded audio visual system installed at the Westport Community Center. Mr. Holt noted the internet service provider is MCN and no additional dollars spent on that connection for the AV System. /Questions were asked and answered regarding the WCC guest speaker proposed program and process. Possible “movie nights” for presentation were discussed. The goal for a soft launch was targeted sometime in Spring 2026.

Mr. Finnell then noted that the Annual Filing of Welfare Exemption Assessor’s Finding on Qualification of Property Use (BOE form 267-A) for current reporting period would be filed from his desk with the Mendocino County Assessor’s Office in early February 2026, which would be a timely filing.

2. Administrative Matters. (6:42 p.m.)

Mr. Finnell (corporate secretary) noted that prior WVS Board Minutes dated October 22, 2025 and Special Board Meeting minutes of November 19, 2025 were before the Board of Directors for review and approval, having been posted to the WVS website several weeks prior to this Meeting.

With no further comments or edits discussed or presented, upon motion duly made and seconded, it was RESOLVED that both sets of prior Board Meeting minutes (October 22, 2025 and November 19, 2025) were unanimously approved by the Board of Directors and would at the proper time will be posted to the WVS public website.

Mr. Van Bueren, chair of the Executive Committee, noted that the updates to the WVS Board Manual would be updated in the future at a date to be determined.

3. Treasurer’s Report

Mr. Knapp (Assistant Treasurer) led the financial statements discussion and presentation, with handouts provided at the Meeting. Mr. Knapp noted that membership applications are lower than last year at this time. Mr. Knapp spoke about the detailed transaction listing and general ledger entries. Questions were asked and answered. Mr., Knapp noted that the revival of the WVS Ducky Race should be a revenue benefit for WVS in early May 2026, the first WVS Ducky Race since the Covid era of 2020. Mr. Rock Bush inquired about the transition process of treasurer duties from Mr. Knapp to Ms. Winslow. Questions were asked and answered on the use of QuickBooks as the accounting system. As former WVS Treasurer, Mr. Bush noted required annual financial report filing required by the WVS Treasurer.

Upon motion duly made (Van Bueren) and seconded, the following resolution was unanimously approved: RESOLVED, the Board of Directors acknowledge and accepts the current WVS financial statements as presented.

Mr. Van Bueren noted the update to the Bank signatories is underway with the local bank in Fort Bragg. Signatories would consist of Mr. Van Bueren, Ms. Sheila Winslow, and Mr. Knapp.

4. Managing DeHaven Grant Finances.

Mr. Van Bueren provided an update on the DeHaven Grant finances and the various construction processes. Mr. Van Bueren noted current State Coastal Conservancy grant is \$270k. Mr. Van Bueren noted design and geotech engineers and a construction contractor have been engaged, with WVS rights to pay invoices to such contractor's invoices net sixty days, to support a process that aligns with the timing of the grant reimbursement payments to WVS. Mr. Bush requested review of such contracts and questions were asked and answered on that process.

5. Communications and Events.

Mr. Van Bueren noted that Ed Truthan was appointed as the new editor of the WVS publication The Westport Wave after many years of dedicated service by Mr. Steve Brigham, who retired. Gratitude was expressed by the Board members for Mr. Brigham's splendid work and publication of the Wave over the years. There was a discussion, with questions asked and answered, to possibly reach out to Mr. Brigham, and facilitate his personal visit back to Westport as a WCC speaker in the future as part of the WCC Speaker Series to be determined. Mr. Van Bueren also noted that Mr. Truthan seems willing to also assume the WVS webmaster duties in the future.

Mr. Van Bueren spoke to the application and permit process for two events under consideration to use the WVS Westport Headlands (May 10, 2026 Cordelia wedding "goodbye venue" gathering (Mr. Knapp volunteered to provide oversight for WVS) and a pending late October 2027 Costa wedding event. Mr. Knapp also suggested a near-term special WVS meeting for the Board and public to attend to discuss the future possibilities of continued events at the Westport Headland property and a process for oversight and funding.

The May 10, 2026 WVS Ducky Race planning was discussed with Dr. McKenney presenting the update for the event to be revived this year at Westport Beach. Questions were asked and answered regarding the key volunteer support crew, inventory of toy ducks, food preparation/presentation, and ticketing, etc. It was noted that since this is first Ducky Event since 2020, the preference of the Ducky Event group was to not widely publicize the event outside the WVS area. Mr. Finnell suggested inviting the Cordelia wedding group to attend the Ducky Race as well. Mr. Knapp suggested the Ducky Race proceeds dedicated to the future Headlands Stairs remediation or environmental purposes and this discussion could continue at the April 2026 WVS Regular Board Meeting.

6. Maintenance.

Since Mr. Regalia, maintenance lead, was not able to attend the Meeting, the update was in summary format. Noting the Ms. Debbie Holt would continue with the periodic Headlands mowing duties. Mr. Holt noted that as WCC chair, he had several recent local conversations regarding a process to procure another assisted solar grow tent for the Community Garden. Dr. McKinney noted recent conversations she had with Supervisor Bernie Norvell and Bruce Miller for various "green waste" recycling/disposal options. Questions were asked and answered with reference to the Caspar green waste model. It was suggested that this topic is added to the April WVS Board Agenda.

7. Projects (7:55 p.m.)

Mr. Van Bueren provided the update on the DeHaven Project, noting that during the period of mid-May 2026 to mid-October 2026 is the expected construction window. Mr. Holt briefly discussed the Westport Community Center audio-visual equipment update and planning. Mr. Van Bueren noted that the WVS Headlands Stair replacement is expected (and hoped) to take about 1-2 years. Mr. Holt noted he had a contact for inquiry on metal stair fabrication/replacement. Mr. Van Bueren noted it was likely that the Coastal Conservancy would assist with funding and possibly certain wood lumber components could be repurposed. Mr. Van Bueren noted the meeting of yesterday regarding the Westport Union Landing as organized by the State. Mr. Knapp and Mr. Bush noted that the trails there have had a consistent group of day-hikers for years. Mr. Knapp suggested that such trail map could be posted to the WVS for informational purposes to the public. Mr. Van Bueren noted that public comment on the Bell Point status is due in April 2026.

8. Possible Community Disaster Preparedness Meeting. (8:28 p.m.)

Mr. Van Bueren recognized Ms. Carla Thomas who provided an update and request for WVS to host a forum for disaster preparedness planning, now that funds have been allocated for ‘train the trainer’ processes for trainer certification. The focus has been primarily on removal of vegetation from roadsides and defensive fire prevention techniques, especially as to fire fuel reduction methodologies and “home hardening” techniques. Zone Zero legislation is supporting local Fire Safe Councils, that the collective work by a Fire Safe Council can lead to home insurance premium reductions of various amounts. Ms. Thomas provided the zoom meeting registration details for the early March 2026 meeting and would also place posters at the Community Store with this information,

9. Goal Suggestions for 2026

Mr. Finnell suggested a list of possible goals for WVS for 2026. Headlands Stairs Replacement planning; DeHaven construction completion, Ducky Race, Green Waste processes, WVS Board Manual completion and publishing, Fire Safe Council, Museum and October 2026 group public meeting presentation (with Supervisor Norvell in attendance) consisting of WVS, WCWD, Cemetery Board, and Westport Community Church.

Adjournment. The Meeting adjourned at approximately 8:44 p.m.

Respectfully submitted:

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.