MINUTES OF THE WESTPORT VILLAGE SOCIETY
BOARD OF DIRECTORS QUARTERLY MEETING
WEDNESDAY, APRIL 22, 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 6:36 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, Ms. Sheila Winslow, Mr. Beck Regalia, and Dr. Madison McKenney.** Unable to attend: Ms. Tabitha Korhummel. Also in personal attendance: Mr. Rob Holt (representing WCC Board of Directors), Bill Drummod, Mikie Drummond, and Bren Moore. A Zoom video conference was activated and Carla Thomas attended via zoom. 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. Public Comment.

Mr. Van Bueren requested any public comments. Hearing none, the next agenda item was addressed.

2. Administrative Matters. (6:40 p.m.)

Mr. Finnell (corporate secretary) noted that prior WVS Board Minutes dated January 28, 2026 and Special Board Meeting minutes of March 25, 2026 were before the Board of Directors for review and approval, having been posted to the WVS website several weeks prior to this Meeting.

RESOLVED

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 (January 28, 2026 and March 25, 2026) were unanimously approved by the Board of Directors and would at the proper time will be posted to the WVS public website.

Mr. Finnell noted that the RRF-1 form had recently been filed by WVS Treasurer. Mr. Finnell noted that he had recently filed early the bi-annual State of Information (due late August 2026) with the California Secretary of State office. The next Statement of Information report would be due no later than late August 2028.

Mr. Van Bueren, chair of the Executive Committee, noted that the draft updates to the WVS Board Manual were recently circulated to the Board of Directors for review and comment. Questions were asked and answered regarding the WVS Board Manual and updates, with no additional changes recommended, other than completion of the various exhibits to the Manual.

RESOLVED

With no further comments or edits discussed or presented, upon motion duly made (Van Bueren) and seconded (Finnell), it was RESOLVED that the updated WVS Board Manual is unanimously approved by the Board of Directors and would be posted to the WVS public website.

Mr. Finnell noted that the various WVS insurance policies had been circulated for review by the Directors with a preferred Director review of the various exclusions, such as alcoholic beverages and personal injury related to Special Events.

3. Treasurer's Report (6:55 pm)

Mr. Knapp (Assistant Treasurer) led the financial statements discussion and presentation, with handouts in advance and again provided at the Meeting. Mr. Knapp spoke about the Income Statement, G/L review, Balance Sheet and Budget document. Questions were asked and answered.

RESOLVED

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.

Ms. Winslow (Treasurer) provided an update on the treasurer transition process, noting that recently the relevant insurances invoices were paid by WVS.

4. FireWise Council update (7:07)

Mr. Van Bueren introduced Ms. Carla Thomas, who leads the local chapter of the FireWise Council. Ms. Thomas spoke to handout documents addressing fire resilience and the benefits of FireWise, such as fund grant opportunities and opportunities for reducing local fire insurance access. Questions were asked and answered.

5. Communications and Events. (7:24 pm)

Dr. Maddie McKinney provided an update on the status of the planned 2026 Mother's Day WVS Ducky Race activities, noting all was on schedule with food arrangements finalized, ABC license in process and all going well. A follow-on planning meeting to be held by the subcommittee is scheduled for April 23, 2026.

WVS event permits in process were discussed. Mr. Knapp has volunteered to manage the Cordelia Hsao application process ($200 refundable security deposit received) and oversight on the May 10, 2026 Event. An extensive discussion was undertaken on various parameters, possible fee structures (and associated security deposits), use of possible security personnel based on number of attendees (> 100) , issues if alcohol is served or available for event, suggested advance notice requirements (3 months), WCWD Water fee ($50), Electric Fee $75, Hours of music (decibel limits), possible maximum events per year (four), local recommended service providers to be updated, prior comments on the Application form, Required Set Backs from residences and headlands protected areas and cliff edge. Director Winslow volunteered to lead the WVS oversight going forward. The Board agreed to continue the discussion at the next Board Meeting and for 2026 only events that are connected to the local community applicants would be considered for 2026.

6. Maintenance. (7:37)

Mr. Regalia as WVS lead director for real property maintenance led the update, noting thanks to Mr. David Brothers on his work and activities associated with the Community Garden, resident on the WCC land and funded in part by WVS. Mr. Holt (WCC) noted that a Spring Plant Sale would soon be underway and funds would assist in funding a new greenhouse fabric.

Mr. Finnell suggested additional signage on the WVS properties, such as No Alcohol Allowed (without permit), and no Firearms on WVS property.

Green Waste update (7:55 pm). Ms. McKinney suggested more data would be helpful on Green Waste disposal pricing and suggested Bruce may attend the July 2026 WVS Board Meeting as a guest to discuss green waste offerings.

7. Projects (8:07 p.m.)

Mr. Van Bueren provided on update on the DeHaven property, noting waiting for new permit, with Mid-May 2026 construction start goal date and external coordination with WULSB (State Parks) installing the DeHaven property trail. Also noted other projects in the WVS Area, such as Blues Beach (Kai Poma); Bell Point (MLT)

It was noted that Mr. Regalia had mowed aspects of DeHaven and that staked property lines are implemented.

Mr. Holt noted that the WVS funded Audio Visual System located in the Community Center was working well now and using Zoom technology for transmissions.

Mr. Holt provided an update with information gathering for the repairs/upgrade options for the WVS Headlands stairway to the Headlands beach area and permit differences in repair versus replacement. Mr. Holt noted he had reached out to three construction companies. Composite decking was discussed as well as aluminum costs disadvantages. Mr. Van Bueren noted that a grant would very likely be necessary for this WVS project. Mr. Regalia noted the preferred aesthetics of engineered material over aluminum. Mr. Van Bueren noted avoiding complicated permitting processes is a material factor.

Adjournment. The Meeting adjourned at approximately 8:16 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.