

Deerhorn Valley Community Association

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Draft Minutes from the Meeting on September 15, 2009

Kim Hamilton and Rob Deason's Home at 7:00 PM

Members Present: Ruth Brewer, Rob Deason, Phyllis Dozier, Sharon Gladding, Ariele Johannson, Kim Hamilton. Board Member Cindy Schneider is working tonight in order to get Saturday off to help with the Auxiliary's Annual BBQ.

PROCEEDINGS:

Kim Hamilton called the meeting to order at 7:12 pm in the absence of Chairperson, Cindy Schneider.

The draft minutes from 8/18/2009 were read. Kim moved to accept the minutes as amended. Phyllis seconded. All approved. None opposed.

1. Treasurer's Report

Deposits: \$5.00 (to be deposited for a subscription for *The Antler*.)

Expenses: 1. *The Antler* 500 copies (11 x 17 b/w folded): -\$157.69 Michael's Printing (to Kim)

2. Bulk Mailing of *The Antler*/USPS to Rural Route 1 of 375 copies: -\$41.25 (to Kim)

3. "Staples" charges for PDF compression/Scanning: - \$2.72 (to Ariele)

Beginning Balance: \$4,694.04

Total Expenses: \$ 201.66

Total Deposits: \$ 5.00

Ending Balance: \$4,487.38 (after reimbursements and deposit)

Checks are pending; they need Cindy's signature. Ruth moved to accept the financial report. Sharon seconded. All approved. None opposed.

2. Action to Establish Petty Cash Account

Kim (Treasurer) discussed the need for a petty cash account of \$100 with receipt pad and zippered bag from the bank. Phyllis moved that we get a petty cash account started (see above). Ariele seconded. All approved. None opposed.

3. Correspondence

A. Another certified mailing for Renee Deede was returned as "unclaimed."

B. We received an application from NIAC for Directors and Officers & General Liability Insurance.

C. A letter from Nira Clark (DV biologist) was received offering to write a regular column for *The Antler*.

4. Information Gathering:

Kim spoke with Beatriz Palomino Young of the Sempra Foundation. They were understanding, but we remain responsible for ensuring that the grant money is properly expended. We discussed the possibility of a meeting of DVCA and GOA board members GOA to resolve these issues. We must receive an accounting from GOA for the \$2500 Fire Assistance Grant). A signed statement breaking down the expenses, may be acceptable to Sempra.

5. Action to Initiate Meeting with GOA:

A motion was made (Kim) and seconded (Sharon) that the boards of both organizations meet in an attempt to resolve outstanding financial, reporting, and compliance issues resulting from the \$2500 grant award from Sempra and subsequent transfer of funding from DVCA to GOA. DVCA will mail the request for said meeting to each GOA board member of GOA. We will allow them the option of choosing the location. All approved. None opposed.

Kim volunteered to approach Susie Norton regarding the date and location (where people will feel comfortable). A letter will be drafted to set up the meeting (so we have a formal record of it—email and stamped first-class mail).

6. Mission Statement

Members present brainstormed a brief statement that will later be expanded into a vision statement: “Promoting our interconnected and vibrant community.” We decided to mull this over and vote on it next time. Discussion tabled until next meeting.

7. Directory:

Phyllis showed us the layout of the directory and her ideas to add extra useful information for residents, such as important phone #s, websites, and geographical information. We also discussed layout and design information, such as doing an 8x11 format that is folded in half (as in a book format), and to include business ads (“Yellow Pages”) at the end.

8. Directors and Officers & General Liability Insurance:

Tabled because we need to formulate a general budget and activities list prior to submitting our application.

9. The Antler

Good feedback from all who spoke and have written. We will continue to assemble email and First-Class mail subscription lists through the BBQ on Saturday. Later we will decide whether we will fund another bulk mailing issue or not. We may want to send out a card to residents to combine community info-gathering in a mass mailing, maybe at Christmas. We could remind people then to sign up.

10. Adjournment

Kim made a motion to adjourn the meeting at 9pm. Ariele seconded. All approved. None opposed.