



MOUNT VEEDER FIRE SAFE COUNCIL MEETING MINUTES

DATE: Saturday, December 3, 2016

LOCATION: Joanne Sutro's house, 4143 Dry Creek Road

ATTENDANCE: Joe Nordlinger, Ken Van Oeveren, Bill Robertson, Joanne Sutro, Carole Meredith, Russell Van Dewark

ADDITIONS/REVISIONS TO AGENDA: none

REVIEW OF THE MINUTES: The minutes of the October 22, 2016 meeting were approved with modifications.

CHAIRMAN'S REPORT: Joseph Nordlinger reported that he has updated funding deadlines on a spreadsheet. He will be meeting with Joe Buchmeier in early December regarding crew support. He met with Tony Walls at PG&E about how to formalize the process of pursuing future funding. In the past, this was an informal process because of Greg Holquist's connection to PG&E. Walls said there probably will be future funding opportunities, just not in 2016. Next year is more likely. Walls asked Joe to send a list of ranked projects.

Chris Prelitz, a Southern California design/build sustainability expert who Joe knows, will be in Napa for 4 or 5 months in early 2017 and could be a useful resource for our community. He is knowledgeable about fire hardening, energy efficiency, rain catchment, water storage, and PACE funding. Joe suggested that community members might benefit from a gathering with Prelitz. Locations proposed were Enchanted Hills, Hess Collection Winery and Mont La Salle. A 2-hour, early evening event in March was proposed. Carole Meredith agreed to ask Hess Collection winery about holding the event there.

TREASURER'S REPORT: We have \$51,370.43 in the checking account and \$24,230.92 in the reserve account.

The group discussed the challenge of setting the 2017 budget since we don't know how much money will be received. Joanne Sutro proposed that we prepare an "assumption sheet" based on our history and the assumption that we will receive some percentage of the grants we have applied for.

Concern was expressed that the monthly treasurer's report is not current. It is based on printed statements received from the bank and on reports generated in Quicken, so it does not reflect the most recent activity in our bank account. The group expressed the need for online access to our checking account and asked that the monthly treasurer's report show the activity during the most recent period. For example, Joe Nordlinger noted that his recent payment for address signs was not shown.

For future meetings, Ken Van Oeveren was asked to access the account online and print all transactions and the running account balance for the most recent 60 days.

CURRENT BUSINESS

1. PROJECT UPDATES:

- a. **NCFF:** Joe will ask Greg Holquist to undertake the work on Wall Road and submit the bills to NCFF.
 - b. **CWPP:** Joe has combined the two previous drafts (one in Word and one in PowerPoint) into a new draft with a title page and table of contents. The list of contributing parties needs to be updated and Bill Robertson provided updated names. It is separate from the signatories. People who were consulted for the original CWPP will be named but not their current counterparts who have not been consulted for the updated CWPP. The segmented road map previously envisioned (in which each segment was characterized by slope, vegetation, fire risk) will not be included because it has proven too complex and challenging to generate. Carole Meredith agreed to review and mark up a hard copy.
 - c. **Neighbors in Need program:** Evangeline James has further revised the application and guidelines. Additional modifications were discussed. Carole Meredith agreed to incorporate the additional changes, add the MVFSC logo, and convert the application form and guidelines into a single fillable PDF file.
2. **Website and shopping cart oversight:** Carole Meredith agreed to take over the MVFSC website shopping cart. She will monitor it for new transactions, capture the funds and troubleshoot as needed.
 3. **Address signs:** Joe Nordlinger agreed to take over making new address signs. Carole Meredith offered to purchase the supplies for them. She will ask Gary Green for the ordering information. Carole will also request authorization from the DCLVFD board to use the MVFSC credit card for online purchases.
 4. **Road signs:** Gary Green had previously maintained the large road signs. Joe Nordlinger proposed that the Dry Creek-Lokoya Volunteer Fire Department take this over. The MVFSC will still contribute to the costs of maintaining the signs.

EDUCATION AND EVENTS: none

OLD BUSINESS: none

NEW BUSINESS: We must clarify what is in the MVFSC archive that Evangeline James has been maintaining and make sure both hard copies and digital files are in MVFSC

possession. Are we required to have a records custodian? What are we required to do?
And what do we want to do as a practical matter?

ADJOURNMENT: 12:59 pm

Next Meeting: Saturday, January 7, 9 am
Dry Creek-Lokoya Fire Station
5900 Dry Creek Road