

06-11-09 TCC General Meeting Minutes

Meeting called to order 6:11 PM

Call to Order, Review Protocol & Agenda

Review & Approve Prior Meeting Minutes postponed until after 7:00 PM

Feedback on Topanga Days and Recommendations for Next Year

Jewels discussed T-days committee meeting. Each coordinator asked to provide notes of job descriptions. Jewels is compiling all minutes, coordinator notes, etc. into a compendium to aid future. Neil asks that further information be shared – “the Count, the Amount, and Who Got What”.

Andrea reports that the debit card and other bills are not quite finished, but that by the next Board meeting the numbers would be finalized. Neil asks for income, if possible broken down by vendors, sponsors, admissions, bar, other sources. Would like to know what each volunteer or outside service received. Summary transaction report is fine, except if there is a question on some lumped category or unidentifiable category.

T-Days feedback: when a volunteer is doing their task, someone else should not yell at them about some other task.

Sherriff – gave us 8 out of 10. Primary concern was the event running late – they volunteered their overtime, as paid overtime would be way too expensive. Their concerns are lighting, vendor vehicles going out, and security being harder. Neither the Sheriff nor the Board liked having three different security arms – need a chain of authority, names of who is responsible for what area, who has authority to answer questions, and, as they could get three different answers, whose answer would be final.

Security was discussed further: last year (2008) the club had hired a company with bonded and unbounded personnel, plus hired locals, and recruited volunteers. This year the arrangements were hired bonded personnel, hired unbounded, and volunteers. Jewels reports that there were good and bad aspects of the arrangements; the committee suggests that next year the club hire the licensed and bonded company, and hiring Scott Wagonseller (this year’s volunteer security coordinator) to oversee the security. Jewels also reports that the Native Touch security force included unvetted volunteers. Steve reported that some of the orange shirt people were provoking an altercation with the Hells Angels and the Sheriffs, and did not act professionally.

Karla reports that she found a lot of people without wristbands, led them back to ticket booth. She felt that the space was too wide, allowing people to bypass the security. She saw the heavy set man securing the area to be inattentive. Steve confirms that Adam from security had pointed out the need for two people to watch the area or narrow it. Others confirmed that lax security had seemed to allow many non-paid entrants.

Neil points out that the ticket booth should encourage people to go toward the Community House to see the vendors there, rather than just go straight to the field.

Rick reports that in the last two years, the vendors reported that the Gypsy alley was very successful, and thought that the mix of vendors may have led people to believe that it was not “special” enough. Andrea notes that the vendor coordinator Monica made the same point.

Steve mentions that signs pointing out where the food and drink, bathrooms, etc., were on the property. Heard that people didn’t know where the Underground was.

Karla mentions investing in plastic storm fence to isolate and direct traffic flow. Thought wristbands needed to be more differentiated from day to day, and the multicolor bands were too similar. She noted appreciation for the local resident/member discount.

Neil: breakfast should be announced and details revised as per who gets it free. Noted the need for the kitchen to take cash for breakfast orders before ticket sellers arrive. Andrea notes need for more people in box office, including for Underground box office. Neil reports concern about older folks smoking pot in kid’s area. Marty reports that when he heard about this happening at the time, he went over and read the riot act to the Underground coordinators, who assisted him in personally policing the area.

Neil, Pat Harding concur that the Underground was very successful and had great reviews.

Steve mentions that volunteer vouchers did not get coffee, Neil and Rick report coffee was available. Arthur Nissman has submitted his concerns in writing with suggestions for improvements in the breakfast arrangements next year.

Jewels thanked Steve and everybody for helping, notes there will be a volunteer appreciation campout on June 26, 2009. Committee to reconvene in fall to begin planning for next year.

Rick notes that the green truck and wine under the tree were in bad location. Vendor can provide shade for themselves; people had nowhere to go. Lines for the two intermixed, made it impossible to get through. Rick estimates that wine sales took maybe \$1000 from bar, may have cost some overall profit if wine only brought in \$600 profit as per preliminary report. Noted that Bathroom on field should be closed to public and used by staff and vendors only, and it should be under a canopy. Felt it important that food should all be in one location; not fair to have one vendor right by the field snatching up the bulk of business. Felt that the booth space overall should be condensed and that walkway flow was bottlenecked by bouncy.

Jim Crawford notes that during the emergency where safety personnel were en-route to the house, the driveway should have been cleared to allow easy access. Suggests that the driveway be closed during such an emergency.

Julie suggests more fencing, too many places to sneak in. Fewer bands. More volunteers. Need sponsor for parade. More help with handling the money.

Dana Wood – soundcheck for the bands. Adrian notes that the artists between sets contributed to the lack of soundcheck, distraction from other parts of the fair, and late running of the show.

Suggestion to pay local bands more, big bands less. Committee has already discussed that there is a general desire to restructure band repayment.

Mark comments that the scheduling of bands could be improved – the bands that ended the day should have been earlier, driving dance music to sell beer, biggest headliner last.

Ken notes that the steering committee should be given a budget to follow. Adrian notes that there was a budget proposed but it was mostly ignored thereafter, and some items were specially funded by the Board.

Andrea notes the need for more volunteers for money handling, and to shorten the volunteer time at the ticket booth to 2 hours to avoid mistakes. Mentioned the need to tighten up Underground ticket sales and reduce sneak-ins.

The Board has been asked to review this year's budget and prepare a budget for next year to prepare guidelines before starting.

Parking will have to be expanded with a remote lot and shuttle service.

Neil asks if this expanded festival is what the club would like for the future of the original Country Fair.

Steve: suggests no motorcycle parking up the hill period. No favoritism. Suggests top is used for drop-off only, no temporary parking.

Suggestions and reports to be submitted to Jewels for compiling.

Arthur notes need for alternative fundraising techniques beyond Topanga Days, accomplishing growth while retaining the flavor of the event.

Five minute recess.

General Meeting continues.

Adrian thanks everyone for their help, mentions that the club has received a lot of positive feedback.

Canyon Underground: thanks to Jane for initiating, and the kids that showed up to take on the job.

Need for continued program for mid-teen to college aged youths, including mentorship programs, events for their age group.

Pursuit of grants for youth and events: call for volunteers to help find funding.

Community vegetable garden: Organized work will be led by Ken Widen on Sundays, to be planted just behind water tank. Seeking donations of manure, planting mix, plants, and wire to keep out gophers and deer.

Adrian will lead committee about suggested programs for the children, including TYS and younger programs.

Marty to bring TV for FIOS hookup test.

Jaime read the minutes from May 14, 2009.

Julie moves to approve the minutes. Adrian seconds. Minutes approved as read, 7 ayes, 0 nays, 0 abstentions.

Topanga Youth Services: Karen Cooke has reported that she will only be attending Board meetings.

Youth Sports Program: Paul passed around three pieces of documentation sent through Topanga elementary, email, etc., letting folks know the fall season is on. Strong competition from other programs, but should be a good demand. Has been asked about other sports, adult sports – is sending out a survey asking what the community would be interested in seeing. Would like to send the survey out to the membership.

Y-overflow issue: apparently the Y soccer program needs a place to play for their last two weeks. Paul believes that if they bring it in as a Y program to cover the insurance, then they could have late Saturday afternoon, and possibly Sunday.

Searching for alternative way to get message to middle school kids about the less competitive nature of the TCC program as opposed to AYSO, etc.

Topanga elementary has asked the TCC to give a prize of a soccer sign up at their track and field event tomorrow.

Andrea notes that the TEP rental fee is \$100 while Joe is paid \$75 to do the cleaning. Anastasia suggests that the TEP may be expecting a separate expenditure for cleanup.

Ballfield: Jimmy Rosenberg reports. Paul and Jimmy met with several companies about resodding, as the water and labor bill from reseeding was actually more expensive. Three bids plus Armando directly purchasing and Jimmy overseeing install. Hybrid Bermuda sod, 8000 square feet. Would have to remove dirt and existing grass, amend soil, rototill, fine grade. Sod company brings in strips 48" by 100' long. A lot fewer pieces than traditional sod. Installed price about \$0.35 square foot. Sod about \$3,000; labor to install about \$1,400; tool rental ABOUT 300, AMENDMENT ABOUT 750. Total about 5, 400. Plus fence rental about \$600. Will need water for 14 days. \$7450 total cost, last year was \$7750 with seed, and extra water will cost more.

- Jaime moves that the resodding project as proposed by Jimmy be approved. Second by Jewels. 14 ayes, 1 nay, 1 abstention.
- Adrian moves that a soccer sponsorship certificate be given to TEP for their event. Second by Jewels. Passed unanimous.
- Adrian moves that the TCC attempt to accommodate the Y with appropriate insurance, second by Julie. Passed unanimously.

- Marty to ask Y to contact us.

Topanga Nights: August 16, September 13. Dianne Portia looking for volunteers. Much of cost from past years was cost of renting projector; TCC Board has approved purchase of a projector with further research necessary.

Julie has not found any grants that match our programs and community – some grants available for sports programs and festivals. Other fundraisers: events are not best way to raise money, but need alternative fundraising program. Suggests resuscitation of Bill Buerge's bricks and mortar plaque program. Marty and Julie will work on the program, suggest hiring Joanna Gunsberg to organize. Plaques to be placed according to Board and General membership desires, suggestion of steps to ballfield as neutral, non-controversial location.

Bathroom cleaning: concerns about disinfection after late-night meetings, events. Bid of \$30 to clean both bathrooms once per week (Wednesdays before 9 AM when co-op comes). Regular cleanings to commence in fall.

Private event people in attendance who want to produce monthly concert and event on grounds. Wants to know times that they can have live music, dates. Looking for a place to create a venue, carnival atmosphere. Suggested they prepare proposal for presentation to CHAC, including goals, profits, insurance, intents etc. Would like four events over summer, would provide own alcohol permits, insurance, etc. First date already in conflict; further information required.

Volunteer campout – planning meeting required? Pot luck dinner, breakfast to be provided.

Finance & Fundraising: Mark suggests looking into permit requirements for bricks and mortar steps.

Ivy Mumby donation: important to encourage similar donations within the community. TCC should sponsor a significant event to promote the Mumby endowment and encourage similar gifts.

Friday Fundraising Series: Anastasia has some ideas, would like other suggestions for events and programs to raise funds, from car washes to art installations. Would like second Friday and fourth Sunday each month. Most likely will not start until September.

Karla suggests sending sign-up sheet for volunteers through email. Also recommends soliciting donations and help for senior dinners over email.

Treasurer: Andrea reported funds in accounts, Topanga days accounting progress. T-Days attendance was similar to 2007 figures.

Membership: Lisa discussed that the Dues increase has been discussed for a long time and is set to go into effect. Jewels suggests a renewal notice in the next Topanga Thymes.

Correspondence: Marty has no further report beyond the Y-parents request discussed earlier.

Adrian asks that Marty set up a mailing list of members outside of Topanga so they can receive mass mailings beyond the 90290 zip code reached by bulk mail.

Community House Advisory Committee: Well circuitry not working to turn on the pump. Meeting Saturday at 2:00 PM. Garden planting tentatively scheduled to start Sunday June 28th.

- Adrian to write press release about garden starting for Marty to send out.
- Ken to email Topanga garden contact group.

Pothole repair bids to be obtained. Garbage can turnaround area may need concrete reinforcement.

Community House Improvement Committee: Ballfield previously discussed

New Business: Nominating committee for next year's board to be formed sooner than in previous years: moved to July or August. Notification will need to be sent to membership that Nominating Committee will be formed.

Insurance renewal. Seeking bids to consolidate coverage. Adrian recommends California association of non-profits for referral of insurance agents.

- Andrea suggests a call to the membership for advice and quotes. Insurance is one of our largest and most important expenses.

Club operational budget. Mark requests an annual operational budget with expenses for future planning. Julie mentions that this is necessary to apply for funding and grants almost anywhere.

- Mark moves that the Treasurer work with the Board to present a rough operational budget by the September board meeting. Second by Adrian. Unanimous with two abstentions.

Meeting adjourned, 10:22 PM