



# TCC BOARD MEETING

**6:30PM, FEBRUARY 27, 2014**

MEETING MINUTES			
2.27.2014	6:30 PM	TCC Community House	
Meeting called by	Mark Nygard		
Type of meeting	TCC Board Meeting		
Facilitator	Mark Nygard		
Note taker	Franka Diehnelt		
Timekeeper	Franka Diehnelt		
ATTENDEES			
TCC Board			
President	Mark Nygard	X	
VP Membership	Jayni Shuman	X until 8:00pm	
VP Fundraising	Nonie Shore	X	
VP Facilities	Gary Jensen	X	
Treasurer	Gabrielle Lamirand	X	
Corresponding Secretary	Kelly Rockwell	X	
Recording Secretary	Franka Diehnelt	X	
Members	7 Community members		
Meeting started	6:37 PM	Mark Nygard	
Meeting ended	10:02 PM	Kelly Rockwell	Gabrielle Lamirand
AGENDA ITEMS			
<ol style="list-style-type: none"> <li>1. Reading and Approval of the Board Meeting Minutes from January 23<sup>th</sup>, 2014, of the Special Board Meeting Minutes from January 27<sup>th</sup>, 2014 and of the Special Board Meeting Minutes from February 5<sup>th</sup>, 2014.</li> <li>2. Officer Reports</li> <li>3. Invited members with new business to report</li> <li>4. Committee updates</li> <li>5. Unfinished Business</li> <li>6. New Business</li> </ol>			

## 1. Reading and Approval of the Board Meeting Minutes from January 27<sup>th</sup> 2014, January 27<sup>th</sup> 2014 & February 5<sup>th</sup>, 2014.

6 minutes	Franka Diehnelt	
Discussion		
	<ol style="list-style-type: none"> <li>1. Reading and Approval of the Board Meeting Minutes from January 23<sup>th</sup>, 2014</li> <li>2. Reading and Approval of the Special Board Meeting Minutes from January 27<sup>th</sup>, 2014</li> <li>3. Reading and Approval of the Special Board Meeting Minutes from February 5<sup>th</sup>, 2014</li> </ol>	
Conclusions		
	<ol style="list-style-type: none"> <li>1. Approved unanimously. Motion carried by Nonie Shore, seconded by Gary Jensen.</li> <li>2. Approved unanimously. Motion carried by Kelly Rockwell, seconded by Nonie Shore</li> <li>3. Approved unanimously. Motion carried by Kelly Rockwell, seconded by Gabrielle Lamirand.</li> </ol>	
Action Items	Person	Deadline
N/A		

## 2. Officer Reports

35 minutes	Officers	
Reports by		
President Mark Nygard		
	<ol style="list-style-type: none"> <li>a.) Solution regarding the fees for the Topanga Parade close. There will be a savings of \$5,000 for the TCC.</li> <li>b.) New letter to Zev Yaroslavsky includes the solar panel package and a request for emergency power generator.</li> </ol>	
VP Gary Jensen (Maintenance)		
	<ol style="list-style-type: none"> <li>a.) Marked utilities access boxes for underground utilities (electrical &amp; data) along the driveway to have electrical &amp; data access on the ball field. Gabrielle Lamirand mentioned that the TCC Board once voted to have no light fixtures on the ball field. Gary Jensen stated any light fixtures that will be installed would have an off switch.</li> </ol>	
VP Nonie Shore (Fundraising)		
	<ol style="list-style-type: none"> <li>a.) Requested help from the TCC Board members for finding the right grants for the TCC on the grant website.</li> <li>b.) 'Welcome letter' for new members is finished</li> </ol>	
VP Jayni Shuhman (Membership)		
	No news	
Gabrielle Lamirand (Treasurer)		
	<ol style="list-style-type: none"> <li>a.) No change in accounts. All accounts are in good standings.</li> </ol>	
Kelly Rockwell (Corresponding Secretary)		
	Mark Nygard thanked Kelly for all her work so far, especially putting together the agendas on time.	
Franka Diehnelt (Recording Secretary)		
	No news	
Action Items	Person	Deadline

### 3. Visiting members with new business

60 minutes Mark Nygard

Discussion

1. Visiting member Amid Gilad
  - a.) Reggae 'pon the mountains  
Fundraiser will be scheduled for only one day. Producers want to bring one big name in, and increase ticket prices. Mark Nygard stated that the max number of Fundraiser-goers should be 2,500. No big name like Ziggy Marley is allowed. Budget will be changed to serving 2,500 people.
  - b.) Mountain Arts Fundraiser  
Can be a two-days Fundraiser. Name needs to be found. First week of October, schedule needs to be checked with Ellen Geer from the Theatricum Botanicum and Bonnie Morgan.
2. Visiting member Chance Welton  
Chance Welton would like to organize a summer movie night on the grounds of the TCC. Entry fee will be \$15, 2\$ of the ticket price will benefit a Topanga Charity or similar institution. The event will be held on the ball field or another location that feels adequate for the event. No alcohol will be sold, people will bring their own. There will be a DJ playing music before the movie begins. Movies that will be shown will be licensed from Criterion or other institutions. Toilets will be provided, as well as insurance for the event. Producers would like to have help from TCC organizing the event, and will research if a co-sponsoring by the TCC is feasible. The event is scheduled on a monthly recurring date i.e. every first Sunday night.
3. Visiting member Nathaniel Parker  
Member started initiative to build a skate ramp on the grounds of the TCC. Preliminary site is at the rear driveway, at the storage shed/blue containers. Member Michael Augello provided the board with a preliminary estimate for building of \$ 9,000. Site preparation would include minor grading; Mark Nygard would like to have the grading done after the TCC receives the CUP. CUP is scheduled to be finalized by the end of 2014. The time until then can be used to fundraise the skate ramp. Motion was made by Mark Nygard that provided the TCC finds no objections regarding the CUP the skate ramp initiative moves forward. Jayni Shuman seconded. All in favor.

Conclusions

- 1a. Amid Gilad to send new budget to TCC Board.
- 1b. TCC to help with a detailed proposal for a Mountain Arts Fundraiser.
2. TCC to be in contact about help & numbers for the event.

Action Items

Person

Deadline

Skateboard ramp to be on agenda for next general meeting to be held March 13<sup>th</sup>, 2014

Kelly Rockwell

03/14/2014

4. Committee Updates		
30 minutes	Committees	
CHIC CHAC		
<ol style="list-style-type: none"> <li>Investigation about the right flooring solution for the main building of the TCC, see action items. Gabrielle suggested a wood roll out floor to accommodate different opinions about the flooring. Research needs to be made about this option.</li> <li>Any remodel or changes to the interior need plans, either by doing an as built of the building and/or requesting plans already made by Cary Geptner. TCC to establish a strategy plan for remodel.</li> <li>Motion by Nonie to get two new sheds for the TCC. One for storage, one for tools to be located at (location). Seconded by Gary Jensen. All in favor.</li> <li>Basketball hoops were moved to a new location (by Kelly Rockwell). New locations TBD. Basketball hoops are in dire shape. Motion by Kelly Rockwell to buy two new Basketball hoops. Gabrielle Lamirand seconded. All in favor.</li> </ol>		
Topanga Days Committee		
<ol style="list-style-type: none"> <li>Mark Nygard commented on the line up drafted so far. He feels that the Topanga Committee overlooked certain artists that would be available and could be headliners for the Fundraiser.</li> <li>Some band increased their price for the Topanga Days. Still, lineup is in budget.</li> <li>Kids Zone will be located behind the TCC main building. Aleeza Hyatt will be in charge of the Kids Zone. She will be asked to organize the Family Day as well.</li> <li>Artwork proposals for the poster are due until March 5<sup>th</sup> 2014.</li> </ol>		
Action Items CHIC CHAC	Person	Deadline
<ol style="list-style-type: none"> <li>Flooring at TCC               <ol style="list-style-type: none"> <li>Concrete flooring repair &amp; seal (quote)</li> <li>Bamboo flooring (quote &amp; visit by dealer)</li> <li>Reclaimed wood floor (source &amp; quote)</li> <li>Wood roll out floor</li> </ol> </li> <li>Get original drawings from Cary Geptner in cad-format and/or on paper</li> </ol>	Mark Nygard Gabrielle Lamirand Franka Diehnelt Gabrielle Lamirand & Franka Diehnelt Gary Jensen	03/27/14

5. Unfinished Business		
30 minutes		
Discussion &		
<ol style="list-style-type: none"> <li>TCC sponsored Earth Day Celebration           <ol style="list-style-type: none"> <li>Bonnie Morgan would like to use the Earth Day Celebration to launch the TCC as a Zero Waste Facility. This is a pilot program in the County of Los Angeles, and has the backing of Victoria Charles and Susan Nissman.</li> <li>Motion was made by Nonie Shore to have a community organized Earth Day Celebration on April 26<sup>th</sup>. Gary Jensen seconded. All in favor.</li> </ol> </li> </ol>		
Action Items	Person	Deadline
Date for community sponsored Earth Day Celebration needs to be run by the Theatricum Botanicum & TCC schedule.	Bonnie Morgan	A.s.a.p.

## 6. New Business

44 minutes

Discussion &

1. Motion by Mark Nygard to cap the spending allowance without TCC Board approval to \$500. All receipts need to be given immediately to Gabrielle Lamirand and Dayna Miller. Kelly Rockwell seconded. All in favor.
2. Motion by Mark Nygard to dissolve Jerry Symar's contract. Jerry Symar will get paid on an hourly basis as agreed previously. Garry seconded. All in favor.
3. A community bulletin board will be installed at the north side left of the entrance of the TCC main building. TCC will reuse installed glass box that is installed on the west side. Additionally, TCC will re-install a drop box.
4. Motion by Kelly Rockwell to buy a pedestrian gate for the ball field (with a budget of less or equal to \$1000). Gate will be located south of the large entry gate to the ball field. Gabrielle Lamirand seconded. All in favor.
5. TCC Board will be briefed on all major scheduling any upcoming year at a specific date prior to that year. There seemed to have been a communication breakdown about all major event dates for the year.
6. TCC Board Office will be furnished with a carpet that was giving by a donor to TCC. Nonie Shore will investigate the padding and install. It is the understanding of the TCC Board that prior to the install of the carpet, the rodent problem of the office needs to be resolved. Gabrielle Lamirand volunteered to do the rodent proofing.
7. Motion was made by Mark Nygard to get permanent parking signage & cones to be used at events. Kelly Rockwell seconded, all in favor. Jerry Symar to specify parking signage and cones.
8. Motion was made by Gabrielle Lamirand to remove Jayni Shuman's and Jamie Scher's signatures on the accounts of the TCC. Kelly Rockwell and Franka Diehnelt will be added. Mark Nygard seconded. All in favor.
9. Motion was made by Mark Nygard to approve language for rental contracts regarding "the instance of an act of man or nature that would cause closure of Rt. 27 or the Topanga Community Club". Kelly Rockwell seconded all in favor.
10. Malibu Soccer requested to rent the ball field for a week in summer for a Youth Soccer Camp. Bonnie Morgan will find out how much the organization would like to spent. TCC needs to investigate if lease of ball field is feasible for the TCC.

### Action Items

1. Asphalt pavement at north side of main parking area needs a curb/retaining wall. TCC Board to get bids.
2. Bids for a cleaning crew are requested.
3. TCC is looking for a parking/valet crew.
4. TCC to find out how much the cost of the ball field is on a weekly basis including water/landscaping/

### Person

1. Mark Nygard to call Randy Just.
2. TCC Board
3. TCC Board
4. Gabrielle Lamirand

### Deadline

A.s.a.p.