



## **Friends of Del Cerro (FODC) Minutes February 20, 2019**

1. **Call meeting to Order:** 6:53pm
2. **Introductions — Present:** Jackie O’Conner, Glenn Thomas, Jeri Deneen, Bonnie Kenk, Joe Lerner  
Mark Allan, Jay Wilson  
**Absent:** Jane Klofkorn  
**Sitting In:** NA  
**Visiting:** NA  
**Present via conference call or via teleconference:** NA
3. **Approval of Agenda:** Approved without objection
4. **Approval of the January 16th, 2019 Meeting Minutes:** Approved without objection
5. **Officers Report —**
  - Chair Report —** Jackie O’Connor
    - Jackie provided an update on the Board Packets that they’re on hold at the moment until the Mission Statement is complete and the Bylaws are reviewed for amendments.
    - Jackie reminded the Board of the three key areas Safety, Beautification, and Cohesiveness
    - Get-it-Done Stories – Board Members should continue to submit Get-It-Done situations
  - Vice Chair Report —** Glenn Thomas
    - Economic Development Grant — Focus was an in depth process conducted by Glenn and Jackie and gratefully submitted today, February 20<sup>th</sup>, 2019
    - Glenn set forth a motion to accept the application for the Economic Development Grant to the City of San Diego. See motions
    - Glenn reviewed the importance of the open Volunteers List / Small Tasks needs
    - Glenn reviewed his inquiry to Scott Sherman re: FODC’s ability to use the small lot next to Del Cerro Park (Pool) and Adobe Falls. Scott’s answer s pending
    - Glenn and Jackie held an Executive meetings on 2.18.19
    - Glenn submitted a progress report on the Economic Development meeting with James Hunt (CB&T), Don Teemsma, Mark Allan, Jackie O’Connor and Marco. Discussions are in progress as feasibility is being studied
  - Secretary Report —** Jeri Deneen
    - Jeri reviewed the previous action items
    - Jeri is our recording secretary. FODC needs a corresponding secretary
  - Treasurer Report —** Glenn Thomas and Bonnie Kenk
    - Glenn and Bonnie provided the Treasurer Report and a review of donations and current funding status

6. **Committee Reports —**  
**Standing Committees:**

- **Governance Committee** – Jackie O’Connor, Glenn Thomas
  - Review and Update. Next meeting is Monday February 25th at 4:00pm at O’Connor Church Supply
  - Jackie and Glenn reviewed the Mission Statement and noted that it is quite broad and needs editing as well as a better focus on FODC.
  - At the Governance meeting Jackie and Glenn also reviewed the current Bylaws, Policies and Procedures, Finance, Committees, Meeting Dates, Current Projects
  
- **Marketing Committee** — Glenn Thomas
  - Glenn reviewed the FODC Merchandise Sales in December to Windmill Farms
  - FODC needs a Volunteer Social Media Manager who is proficient with Facebook and Instagram
  - **Goal** — To completely review branding and merchandising. Recommendations due in March and completed by April Board Meeting
  - **Goal** — To liquidate existing inventory. Recommendations due in March and completed by April Board Meeting
  - Glenn reported on having a meeting with Marvin Middleman merchandise expert to shortlist better-selling merchandise by April board meeting
  - **Goal** — To evaluate alternative delivery options, like Bonfire.com by March Board Meeting
  - **Goal** — To review and evaluate existing branding and have design competition for new designs and products by March Board Meeting
  - **Goal** — To meet with Windmill Farms for review and comment by Feb 2018.
  - No action on Windmill Farms Promo day
  
- **Finance** – Glenn Thomas, Bonnie Kenk
  - **Goal** — to review financial management and reporting of grant monies. Recommendations due in February and completed by March Board Meeting
  - **Goal** — to review financial management and reporting of merchandise. Recommendations due in February and completed by March Board Meeting
  - **Goal** — Submit required 990 tax reporting by October 15th, 2019
  - **Goal** — Recruit Treasurer
  - **Goal** — Complete quarterly Financials due by March Board Meeting
  - **Goal** — Budget for 2019 - Submitted by March Board Meeting
  - Board Member D&O Insurance Premiums Due for the 2019 Premium
  
- **Grants, Donations & Fund Raising Committee** — Jackie O’Connor, Mark Allan
  - Applied for the new 2019 / 2020 Economic Development Grant
  - Jackie discussed the 2018 / 2019 Grant Budgets and how they coincide with FODC’s financial statement for proper tracking and reporting since grant monies are reimbursed expenditures
  
- **Community Relations** — Jackie O’Connor, Mark Allan
  - Second Sunday Concert Series — Mission Trails Church from 3:00 to 4:00pm. Mission Trails Church is located at 4880 Zion Avenue, San Diego, CA 92120
  - SDG&E continues undergrounding utilities — 2020 is projection completion date
  - Jackie, Mark and Jay reported on the All Peoples Church — Meeting with City are continuing and the 1<sup>st</sup> set of plans haven’t been submitted yet to the City. April is projected date for the submittal
  - The Community Relations Committee reported that SDSU’s Dr. de la Torre stated that there are currently no improvements planned for Adobe Falls Canyon
  
- **Membership Development / Strategic Plan Committee** — Glenn Thomas, Mark Allan
  - Membership Pamphlet
  - The Define U Fitness mixer presentation to members was discussed. This is being held on March 22<sup>nd</sup> from 5:00 to 7:00pm
  - Mark reported that FODC received two new business annual memberships this month from James Hunt, California Bank and Trust and Tommy Peters, Define U Fitness for \$250 each and one personal lifetime membership from Yesenia Nogales for \$500. Mark has a growing prospect list

- of businesses and individuals considering joining FODC.
- Mark showed the Board a sample of the new promotional trifold brochures – 500 of these new brochures are being printed now. Thank you to Natalie at Ideal Plumbing for doing the artwork and layout. Thank you to Don Teemsma for donating Natalie’s time for the project
- Current Membership totals
- **Goal** — To Audit Membership Roles for complete accuracy- Recommendations due in February and completed by March Board Meeting
- **Goal** — to send Monthly updates to all members. Collaborate with Julie O’Connor. Recommendations due in February and completed by March Board Meeting
- **Goal** — To produce membership brochure and application by February board Meeting
- **Goal** — To design Membership Development Strategy by March Board Meeting

**Ad Hoc Committees:**

- **The Del Cerro Maintenance Assessment District Advisory Group** — Jackie as acting moderator
  - Meeting Date — TBD
  - Jackie and Mark to meet at Jane’s to discuss Mark’s concerns over MAD requirements
  - Petition
- **Crime and Safety Committee** — Jeri Deneen, Jackie O’Connor, Jane Klofkorn, Mary Roberts Julie Carrananto, Robbie Howell
  - Jackie reported on the Crime and Safety’s Committee meeting speaker CRO John Steffen’s report and highlighted the following
    - SDPD is responsible for Adobe Falls on the Waring Road side
    - SDPD’s efforts has resulted in a significant drop in crime
    - SDPD’s non emergency number is 619-531-2000
    - SDSU is responsible for the College Side of Adobe Falls
    - SDSU Police phone number to report trespassers going into Adobe Falls is 619-594-5200
    - There have been two recent home burglaries in Del Cerro
    - Always report all crimes even if there is no evidence – on line at [sandiegopolice.gov](http://sandiegopolice.gov) or call 619 531-2000
    - Signup on SDPD’s website: [crimemapping.com](http://crimemapping.com) to receive alerts within specific areas
- **Neighborhood Watch** — Jackie as acting moderator
  - Goal 10 new groups in 2019
  - Seek volunteers for your neighborhoods
  - Review <http://www.sandiegoneighborhoodwatch.com/>
- **Capstone Project** — Jackie as acting moderator
  - Jackie reviewed their new draft plan
  - The Capstone Project Student contact is Raphael Luna MCJC. He is a Graduate Student and President of the Criminal Justice Honors Society
  - Field Trip to Adobe Falls pending, date TBD
- **Chaparral Canyon** — Jackie as acting moderator
  - Report included within the Crime and Safety Committee report
- **Princess Del Cerro Park Refurbishment** — Glenn Thomas, Mark Allan, Jay Wilson
  - \$3,500.00 DCAC donation initiated by Mark Rawlings and Jay Wilson
  - Mark, Glenn and Jay reported on status of the Princess Del Cerro Park refurbishment – The work day was postponed due to the City not being ready for us and the weather wasn’t cooperative either. Work has begun by buying parts for the swings and climbing walls. Project supplies have been purchased for the playground refurbishment (about \$400 to be paid out of the DCAC funds) Two 8ft Park benches at around \$500 each are being ordered and will also be paid for out of the \$3500 check from DCAC. Mark, Glenn and Jay have recruited 3 more neighbors with expertise to assist with the Park Project. The rescheduled work day – to be announced soon

- **Front Porch**— Glenn as acting Chair, Doug Livingston, Jay Wilson, Jeri Deneen, Vicki Estrada acting as Co-Chairs
  - Jeri Deneen with Deneen Powell Atelier, Inc. and Vicki Estrada from Estrada Land Planning will be submitting a joint proposal for concept design for the Front Porch project for Boar approval and grant funding

## 7. Action Items / Recap Motions —

### Actions:

- Jackie to include on the next agenda for the board to review the bylaws related to elections
- Jackie to add “Safety” to the FODC Mission Statement
- Jackie to contact the president of the San Carlos Action Council to suggested that we combine community meetings.

Glenn to create a survey for the best Wednesday to meet.

- “Get it Done” Website <https://www.sandiego.gov/form/get-it-done-homepage>  
The suggestion was made for all board of directors to utilize this site for all needed City related repairs and then to report back to the board on the response from the City at the next meeting
- Glenn to ask Isaiah to add to the FODC website an Open Volunteer Positions
- Glenn to setup a tour of Patrick Henry’s new auditorium PHAME
- Glenn to conduct a survey to revisit of what Wednesday is best each month for the FODC Board Meetings
- Board Members are to provide names for a new Social Media Manager, Secretary, Treasurer
- Board Members are to provide names for a new Secretary
- Board Members are to provide names for a new Treasurer
- Board Members are to provide names for a new Marketing and Merchandise Committee Co-Chair
- Board Members to bring in a shirt and Mark will have it embroidered for each member
- The Governance Committee to write the draft motion for the FODC-MAD Advisory Group and address the concerns brought up by Mark Rawlins
- Bonnie and Luis to incorporate the awarded grant as an asset into the Quickbook account to follow the funding
- Jackie to report on the 2018 / 2019 Grant funding and spending
- Jackie to write a thank you note to Don Teesma for their donation
- Send membership information to Mark

### Grant Application Fulfillment Actions:

- Non at this time

### Motions:

- Motion set forth to conditionally accept the application for the Economic Development Grant to the City of San Diego. The document is available on Google Drive. This is a new program as well as a continuation of the current grant.
  - Motion set forth by Glenn, 2<sup>nd</sup> by Mark. Approved by unanimous vote

### Motions:

#### VIA EMAIL — Date: 3/21/19

- Motion set forth to elect Mr. Anthony Damon, Chief Operating Officer of Jeff Katz Architecture to the position of Director of Friends of Del Cerro for a one year term effective upon the approval of this motion.
  - Motion set forth by Glenn, 2<sup>nd</sup> by Jane and Mark. Approved by unanimous vote

#### VIA EMAIL — Date: 3/12/19

- Motion set forth to amend the FODC Bylaws:
  - **Article 8 Section 2** that reads, “All committee members must be current members of FODC.”  
**To now read:** “With the distinct exception of the Maintenance Assessment District Advisory Committee, (MADAC) all committee members must be current members of FODC.”
  - **Article 3 Section 9** which reads- “Membership conveys eligibility to serve on a committee or as a board member.”  
**Will now read:** Membership conveys eligibility to serve on a committee or as a board member, however membership is not required to serve as a member of the Maintenance Assessment District Advisory Committee,(MADAC).
  - Motion set forth by Jackie O'Connor Chair and 2<sup>nd</sup> by seconded by Glenn Thomas Co-chair. Approved by unanimous vote

**Nomination:**

- No nominations set forth at this time

**Nomination:**

**VIA EMAIL — Date:**

- No nominations set forth at this time

**Appointments:**

- No appointments set forth at this time

**8. Announcements, Next Meeting Time & Place, Refreshment**

- **FODC** **3rd Wednesday —**  
**Next Meeting March 20<sup>th</sup>, 2019 at 6:30**  
**@ Glenn's - Jackie bringing refreshments**
- Crime and Safety Committee **4th Wednesday —**  
Next Meeting is February 27<sup>th</sup> at 6:30  
**@ Jeri's**  
February 25<sup>th</sup>, 4:00 at Glenn's
- Governance **TBD**
- Marketing Committee **TBD**
- Finance Committee **TBD**
- Membership **TBD**
- Front Porch **TBD**
- MAD Formation Committee meeting **TBD**
- DCAC **Quarterly**
- San Carlos Action Council **1<sup>st</sup> Wednesday of the Month**  
Next Meeting is March 6<sup>th</sup>, 6:30, San Carlos Library
- Navajo Planning Group **2<sup>nd</sup> Wednesday of the Month. March 6<sup>th</sup> is the next meeting**  
**at Tifereth Synagogue**

**9. Navajo Planners — Jay Wilson**

- Progress Report

**10. San Carlos Action Council — Jay Wilson**

- Progress Report

**11. Adjorn —**

- 8:55pm

Respectfully submitted  
Jeri Deneen  
Secretary  
April 17<sup>th</sup>, 2019