



401 E. Chapman Avenue  
Placentia, CA 92870  
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**MINUTES**  
**Foundation Regular Meeting**  
**September 25<sup>th</sup>, 2023**

**1. Meeting Called to Order 6:29 P.M.**

**2. Pledge of Allegiance.**

**3. Roll Call:**

Present: Tricia Montelongo, Sheila Jordan, Molly Kurzbard

Absent: Kevin A. Larson

Guest: Mayor Ward Smith

City Staff: Deputy Director of Community Services, Veronica Ortiz

**4. Review and Approval of Minutes for August 28, 2023.**

Board Member Jordan **MOTIONED** to approve the August 28 meeting minutes. Board Member Jordan **SECONDED** the motion. Motion passes.

**5. Public Comment.**

No comments at this time.

**6. Treasurer's Report/Budget Update.**

No comment at this time.

**7. Review and Approval of any deposits and approval of any payments.**

No comment at this time.

**8. PCF Grant Program**

The Board reviewed the Grant Application form for possible revisions. Board Member Montelongo suggested the form include an 'amount requested' section for the applicants to fill out. She also suggested including verbiage of 'Don't send unnecessary attachments' to ensure the Board does not receive large applications to review.

**9. Heritage Festival 2023**

Board Member Montelongo discussed preparations for the Heritage Festival 2023 Beer & Wine Garden. She informed the Board that she had begun purchasing the beer and wine to be sold at the festival. The Board discussed the logistics of hosting the Beer and Wine Garden, such as securing personnel to assist with the area, the hours they will be able to serve, and how to handle security measures.

**10. Social Media Update.**

Board Member Montelongo will post on social media to share information regarding the

**11. Staff/Department comments and updates.**

No comment at this time.

**12. Board Member comments and requests**

No comment at this time.

**13. Agenda Building and Meeting Schedule. Board to review agenda items and schedule upcoming meetings.**

Board Member Jordan, **MOTIONED** to adjourn at 7:20 p.m. to the next regular meeting on October 23<sup>rd</sup>, at 6:30 p.m. Board Member Kurzbard **SECONDED** this motion. Motion carried.

**14. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next meeting on October 23<sup>rd</sup> ,2023 at 6:15 p.m.**