



401 E. Chapman Avenue
Placentia, CA 92870
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MINUTES
Foundation Regular Meeting
February 26th, 2024

1. Meeting Called to Order 6:20 P.M.

2. Pledge of Allegiance.

3. Roll Call:

Present: Chair Kevin A. Larson, Co-Chair Tricia Montelongo, Co-Chair Sheila Jordan, Molly Kurzbard

Absent:

Guest: Council Member Ward Smith

City Staff: Deputy Director of Community Services, Veronica Ortiz; Administrative Assistant, Daniela Escobedo

4. Review and Approval of Minutes for January 29, 2024.

Board Member Kurzbard **MOTIONED** to approve the January 29, 2024, meeting minutes. Chairperson Larson **SECONDED** the motion. Motion passes.

5. Public Comment.

No comment at this time.

6. Treasurer's Report/Budget Update.

Chair Larson reviewed the Treasurer's report and budget with the Foundation. Chair Larson confirmed a disbursement check of \$288 for the website hosting fee. Deputy Director Ortiz confirmed that the \$10,000 donation from Republic Services is currently held in the PCF account under the City and is awaiting disbursement to the Foundation. Chair Larson informed the Foundation that the budget will show a deficit under LOT 318 until the North Orange County Task Force releases the funds to LOT 318 who will then release the funds to the Foundation.

Chair Larson confirmed the budget items and their amounts. \$3,000 for Hotel vouchers for the Police Department Program, \$250 for Fundraising, \$200 for Marketing/T-shirts, \$300 for Social Media, \$100 for supplies, \$5 for licensing fees, \$1200 for tax filing. He has proposed updating the Website hosting fee from \$500 to \$800 to account for staffing costs to manage and update the website and Grant disbursement from \$10,000 to \$5,000.

Chair Larson reviewed the budget revenues with the Foundation. The Beer and Wine sales accounted for \$4,000, the Republic Services grant/donation of \$10,000, \$16,700 from the North Orange County Task Force, and \$5,300 from Operation Gobble.

Chair Larson **MOTIONED** to approve the Budget/Treasurer's report. Board Member Jordan **SECONDED** the motion. Motion passes.

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

Changes:

Line 9A in Income section add \$4,827 for amount owed to us by LOT318.

Add \$10,000 to Republic Services bringing the total to \$20,000; to recognize this years contribution plus the deposit of last years contribution.

On Line 9C in the expense section put \$29,627 to reflect the payout to the city of the OC Task force funds.

On capital Grants line reduce from \$10,000 to \$5,000

Website line move from \$500 to \$800

Chair Lawson **motions** to implement these 5 changes and accept this budget as final. Board Member Sheila **seconded** the motion.

8. PCF Grant Program/Applications.

The applications were updated by Veronica. The applications were posted on City Website today. Deputy Director Ortiz will send applications to previous applicants and previous awardees. Over 20 organizations are on the list. The deadline will be on March 18th. Awards will be awarded in April. March 25th will be a working meeting reviewing applications.

9. Social Media Update.

Board Member Jordan will the update and post to the PCF social media with all information relating to the grant applications and deadline. Angie (CS) will be helping with social media posts.

10. Discussion of Board Member positions.

The Board is looking into co-sharing into some board positions. Trisha will put together a binder for the committee with Bylaws in it.

11. Staff/Department comments and updates.

No comments at this time.

12. Board Member comments and requests

Chair Larson informed the board that he has received an official Legacy Brick refund request. The refund will be taken from the PayPal account that currently holds the Legacy Brick revenue and does not reflect on the PCF budget.

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

Items to be added to the next meeting agenda is Easter Eggcitement.

Co-Chair Jordan, **MOTIONED** to adjourn at 7:34 p.m. to the next regular meeting on March 25th, at 6:30 p.m. Co-chair Montelongo **SECONDED** this motion. Motion carried.

14. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next meeting on March 25th,2024 at 6:15 p.m.