

**LAGUNA WOODS CIVIC SUPPORT FUND
BOARD OF DIRECTORS MINUTES
REGULAR MEETING
February 5, 2019
3:00 P.M.
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637**

1. CALL TO ORDER

Chair Moore called the meeting of the Laguna Woods Civic Support Fund to order at 3:02 p.m.

2. ROLL CALL

BOARD OF DIRECTORS: PRESENT: Carpenter, Chong, Hatch, Moore, Rothberg
ABSENT: Williams

STAFF: PRESENT: Macon

3. PLEDGE OF ALLEGIANCE

Chair Moore led the pledge of allegiance.

4. PUBLIC COMMENTS – None

5. BOARD OF DIRECTORS MEETING MINUTES

Moved by Director Rothberg, seconded by Vice Chair Hatch, and carried unanimously on a 5-0 vote with Director Williams absent, to approve the Board of Directors meeting minutes for the meeting on October 2, 2018.

6. CHIEF EXECUTIVE OFFICER'S REPORT

CEO Macon reported that:

- The Civic Support Fund's website remains in development. An agreement with Cliq and Woodforest National Bank was executed on February 5, 2019 to enable merchant services for the Friends of the Laguna Woods OC Library.

Director Williams arrived.

CEO Macon reported that:

- OC Public Libraries staff has indicated that they will be requesting funding to offset crafting program costs currently covered by OC Public Libraries staff. If such a request is made, it would be included on a future agenda for consideration by the Board of

- Directors. There is no obligation for the Board of Directors to approve funding requests.
- The City’s Dog Park Advisory Group continues to discuss potential fundraising programs to support the operation and maintenance of “A Place for Paws” Dog Park. Staff has received input regarding a potential commemorative tile fundraising program and is finalizing information for future consideration by the Board of Directors.

Director Carpenter suggested that staff consider applying a limited term to the period of display for commemorative tiles with an opportunity for contributors to renew for future periods.

CEO Macon reported that:

- Staff is drafting an agreement with California Consulting for grant-related services.

7. CHIEF FINANCIAL OFFICER’S REPORT

CEO Macon, on behalf of CFO Cady, reported the following:

- Friends of the Laguna Woods OC Library:
 - Net Income Fiscal Year 2018-19 thru 1/31/19: \$984
 - Net Income Inception thru 1/31/19: \$1,134
- “A Place for Paws” Dog Park:
 - Net Income Inception thru 1/31/19: \$9,286
- Operational Contribution from City of Laguna Woods:
 - Remaining as of 1/31/19: \$2,639

8. “A PLACE FOR PAWS” DOG PARK FOUNDERS WALL

CEO Macon reported that:

- Contributions were accepted through January 31, 2019.
- The plaque is being designed; an initial proof was shown to the Dog Park Advisory Group on December 11, 2018.
- The plaque will be ordered and installed prior to the relocated dog park’s grand opening.
- Once the plaque is paid for, the Board of Directors will be able to contribute the remaining funds raised to the City to support operation and maintenance of the dog park.

Director Carpenter encouraged staff to carefully proof the plaque prior to placing an order and asked about the number of contributors and order of names on the plaque.

CEO Macon confirmed that staff would carefully proof the plaque prior to placing an order and noted that there are approximately 50 contributors who are identified in alphabetical order by contribution level on the plaque; business contributors precede individual contributors.

9. GARDEN TOUR FUNDRAISER

The Board of Directors discussed plans for a garden tour fundraiser, including garden locations, date, time, number of tickets, staging area, transportation, tour group sizes, volunteer docents, refreshments, participant identification, participant gifts, restroom access, publicity, and liability. No action was taken except as specified below.

Moved by Director Williams, seconded by Vice Chair Hatch, and carried unanimously on a 6-0 vote, to set ticket prices at \$25 if purchased in advance of a deadline to be established and \$30 if purchased thereafter.

10. BOARD OF DIRECTORS COMMENTS AND ANNOUNCEMENTS

Chair Moore noted that the City will be hosting a screening of “Harlem Rides the Range” at City Hall on February 20, 2019, in celebration of Black History Month.


11. ADJOURNMENT

The meeting was adjourned at 4:51 p.m. The next regular meeting will be at 3:00 p.m. on Tuesday, March 5, 2019 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

Approved: April 8, 2019



YOLIE TRIPPY, Secretary



CAROL MOORE, Chair of the Board