

Table of Contents

| | |
|--|----|
| FOPMinutes-2016-01-13 | 2 |
| FOPMinutes-2016-01-27 | 4 |
| FOPMinutes-2016-02-11 | 6 |
| FOPMinutes-2016-03-09 | 8 |
| FOPMinutes-2016-04-13 | 10 |
| APPROVE MINUTES | 10 |
| TREASURER'S REPORT - JODY | 10 |
| SPECIAL PROJECT - Marion Wilson Garden | 10 |
| SPECIAL PROJECT - MAY 2016 SPECIAL HBFOP MEETING | 10 |
| SPECIAL PROJECT - MOVIE IN THE PARK | 10 |
| SPECIAL PROJECT - PITP | 10 |
| HB FIESTA BEER GARDEN | 11 |
| COMMITTEE REPORTS - MEMBERSHIP | 11 |
| NEXT MEETING / ADJOURN | 11 |
| FOPMinutes-2016-04-27 | 12 |
| FOPMinutes-2016-05-11 | 13 |
| FOPMinutes-2016-06-08 | 14 |
| APPROVE MINUTES | 14 |
| TREASURER'S REPORT - JODY | 14 |
| FOLLOW-UP/REVIEW recent events | 14 |
| GARDENS | 14 |
| "ADOPT-A-PARK" project. | 14 |
| MOVIES AT THE BEACH | 14 |
| PROMOTION/PR for FOP | 14 |
| WEB-SITE Recommendations | 15 |
| NEXT MEETING / ADJOURN / ANNOUNCEMENTS | 15 |
| FOPMinutes-2016-07-13 | 16 |
| FOPMinutes-2016-08-10 | 18 |
| FOPMinutes-2016-09-21 | 20 |
| FOPMinutes-2016-11-09 | 21 |
| FOPTreasuryPL-2016-04-13 | 23 |

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Regular Board Meeting Minutes January 13th, 2016
Location: HB Community Center, Time: 6:30pm

CALL TO ORDER/INTRODUCTIONS:

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Board; Jody Leventhal, Treasurer

Parks & Rec. Commissioners *present*: Isabel Rodriguez, Parks & Recs Commissioner;

Guests *present*: Neil Leventhal (web site)

MINUTES: 12/9/15 Treasurer Report amended to correct amount of donation to Shakespeare by the Sea to \$2000. ***MOTION*** to approve 12/9/15 Board Meeting Minutes with amended Treasurer Report PASSED 4 - 0.

TREASURER'S / INSURANCE REPORT (Jody)

HB Garden Club has ask for a receipt (?) to show \$1000 donation was earmarked for HVS Sand Dune Project.

MOTION to approved renewing OLIVA INSURANCE for DO coverage. PASSED 4-0

COMMITTEE REPORTS – PLANT AREAS/GARDENS/HVS Sand Dune Restoration

1. No Report

COMMISSIONERS REPORT - except Pet Event

1. At 1/12/16 HBCC meeting, City Council approved Event Dates including 4/16/16 Pet Event. See e-mail "2016 Special Event Approval" from Maureen.
2. Need to co-ordinate with co-sponsors to set dates for upcoming events - Pumpkins in the Park (PIP) and Movies in the Park/at the Beach for HBCC to approve. (FYI, Easter is 3/27/16)
3. South Park Grand Reopening (Saturday 1/23/16) starts at 3pm. HBFOP will have table at the event.

PETS IN THE PARK (PITP) Animal Blessing of the Animals – 4/16/16

1. Refer to Maureen e-mails. Maureen is in charge, HBFOP is there to help.
2. HBFOP name of event is "PETS IN THE PARK", acronym PITP (not to be confused with PIP)
3. Jan B will look into having FRIZBEE DOGS perform.
4. Booths to be located along walkway and/or basketball court. Need to determine FEE for having a booth (NOT same as sponsors fee). Maureen will decide.
5. Registration fee (\$10) to participate in the Canine Parade; those registered will receive a "goody" bag.
6. There will be web page with: PARADE REGISTRATION FORM, VENDOR FORM, SPONSOR/DONOR FORM.
7. Contest needs a Master of Ceremonies
8. Isabel will contact people to do the blessings (priest, rabbi, etc)
9. Need to set route of Canine Parade. Example: Start at Community Center? Go around Valley Park? Both?
10. Need to set/confirm location of Contests (probably amphitheater) and Animal Blessing
11. **Special HBFOP meeting on 1/27 (6:30pm?/location?) ** to discuss PITP issues ONLY

COMMITTEE REPORTS - MEMBERSHIP

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Regular Board Meeting Minutes January 13th, 2016
Location: HB Community Center, Time: 6:30pm

1. Membership renewal letter done and sent to 5 people so far
2. Continued discussion of follow-up/thank-you/membership renewal letter
3. Review of who should receive letter and how sent (e-mail attachment). Intent is to do a e-mail blast to all 100+ past members.
4. Suggestion by Neil that a tool "Mail Chimp" be used for e-mail blasts. It's free for small mailings.

HBFOP.ORG WEBSITE – NEIL L.

1. Discussion of current web site, which is maintained by Neil (assist from co-workers). Neil says he does not have skills, himself, to maintain/update the web site in order to do what we want it to do.
2. Suggestion from Betty and Jan B of who might help with web site. Janice Y is not available to do this work at this time.
3. Neil said HBFOP may want to start over with something easier to update. He suggested Wordpress website building & hosting.
4. Discussion of the e-mail aliases (aka forwarding). See Jody e-mails.
5. Ongoing discussion (after meeting adjournment) between Betty & Neil regarding WUFOO Excel export hassles.

ANNOUNCEMENTS:

Janice Y announced that the first draft of "PLAN Hermosa", which is the city general plan update, has been posted to the city web site (<http://www.hermosabch.org/>). Of particular interest to HBFOP is Section 5 PARKS + OPEN SPACES (pages 145 - 168 of plan document).

NEXT MEETING / ADJOURN

1. REMINDER - Special meeting on PITP is Wednesday 1/27/16, 6:30PM
2. Next Regular Meeting Thursday, February 11th (conflict with Chamber of Commerce on regular Wed, 2/10, date).
3. Current HBCC Mayor Carolyn Petty may attend the 3/9/16 regular meeting.
4. VOTE TO ADJOURN 7:55pm PASSED

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
SPECIAL Board Meeting Minutes January 27th, 2016
Location: HB Community Center, Time: 6:30pm

CALL TO ORDER/INTRODUCTIONS:

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Board; Jody Leventhal, Treasurer

Parks & Rec. Commissioners *present*: Isabel Rodriguez, Maureen Ferguson Lewis

Guests *present*: Kari Walker (new member)

This is FOP SPECIAL MEETING to discuss the PETS IN THE PARK (PITP) event scheduled for 4/16/16.

PITP PLAN:

Jan B distributed the Pet Event 2016 plan work sheet. This special meeting mostly discussed the items on the plan. Items below are some planning HIGHLIGHTS from meeting. Jan B will update plan worksheet and for next FOP meeting.

1. APPLICATION. Maureen will file PITP application with the city. Jody will supply the non-profit status and insurance documents.
2. Discussion of the "Plot Map" to determine location of various activities was discussed. Jan B will updated map and give to Maureen as part of application.
3. There will NOT be a dog parade except maybe around Valley Park during or just before PITP event.
4. Dr. Alice Villalobos, DVM (Doctor of Veterinary Medicine) will be the PITP "Master of Ceremonies". Dr Alice has also recently been named "Women of Year" by HB Chamber of Commerce. MC will need a bullhorn/PA system(?) to make announcements.
5. The judge(s) for pet trick/pet custom to be determined. (Jan B)
6. Isabel has contacted five interfaith clergy, so far, to the Blessing of the Animals. Two tentative "yes" for far but all are very busy and time is limited. (refer to "blessing of animals e-mail for list) She will continue to follow-up. Blessing of the Animals will be from 11am to 1pm, open to all pets (not just dogs).
7. Discussion of Photo Booth. Jody will contact a photographer she knows (paid about \$200)
8. Face Painting - JY will contact (her neighbor) Terry Hampton who does face painting at city events. >>>
*Follow-Up: Terry says the city pays her a couple hundred (\$200?) during the fairs and the face paint is complimentary to all during event. Terry says it would not be worth doing the PITP for "free" and charge a fee per each "customer" because she would not make enough to cover time/expenses.
9. Food/Drinks at event will be Water bottles, Girls Scouts selling cookies and Circle K kids selling pop-corn. NO hot dogs because of the presence of the dogs. JY will get 2 ice chests with ice.
10. Discussion of various volunteer jobs/volunteers. Jan B will make badges for the volunteers to wear.
11. Set-up issues: HB City will drop off tables & chairs but volunteers must do the set-up. Jan B will bring 2 POP-UPS FOPs; JY may get 2 more POP-UPS (from Marineland). Also discussed was need to decorate the Blessing of Animals.
12. Banners & signs: Jody will get PITP banner that can be reused (change date); JY can try to borrow 2 standalone "A" frame (about 3' high by 3' long) for posting signs.
13. Discussion regarding certificates and dog bone shaped cookies to give to sponsors and honored guests for their participation.

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
SPECIAL Board Meeting Minutes January 27th, 2016
Location: HB Community Center, Time: 6:30pm

14. Maureen read through Donors/Sponsors/Vendors list. Meeting attendees indicated who on list they would contact/follow-up plus additional suggestions. Also discussion of letter.

NEXT MEETING / ADJOURN

1. Next Regular Meeting Thursday, February 11th (conflict with Chamber of Commerce on regular Wed, 2/10, date).
2. VOTE TO ADJOURN 7:50pm PASSED

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes February 11th, 2016
Location: HB Community Center, Time: 6:30pm

CALL TO ORDER/INTRODUCTIONS:

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

Parks & Rec. Commissioners *present*: Isabel Rodriguez, Maureen Ferguson Lewis

Guests *present*: Arcadia Bersonnean Keanne and Beth Rohrer of South Park Moms

SPECIAL PRESENTATION – SOUTH PARK

Presentation by Arcadia & Beth regarding what additional equipment is needed/desired for South Park that are listed in "South Park Phase 2 Priority List of Improvements" document. Request for FOP donation; refer to "SOUTH PARK – MOTION".

TREASURER'S REPORT - Jody

1. Current balance is \$40,515. Balance includes payment of \$938/year for D&O Insurance renewal through 2016
2. Jody requested common terminology when referring to various earmarks vs. events. Earmarks are subcategories in the Balance Sheet, under "liabilities". Events, such as MIP and PIP, are separate budget items on financial reports.
3. Current balance in HVS Sand Dune Project is \$2100. FOP to reimburse Suzanne Evans for expenses prior to March meeting at which she is expected to attend.
4. Review of current liabilities and anticipated expenses including 2015 Movies in Park (Valley Park expenses) and Shakespeare by the Sea (\$1000 donation) leave balance of approx. \$32,000 spendable cash.
5. The \$32,000 (see prior) means FOP has budget to increase donation from \$5000 to \$6000 for South Park Phase 2.

SOUTH PARK - MOTION

****MOTION** to approve HBFOP donation of \$6000 (\$1000 increase). The donation will go towards purchase of additional play ground equipment for South Park and HBFOP will receive recognition that will include a sign/plaque on or near the particular piece of equipment ("climbing/rope structure"). APPROVED 4 - 0.

SPECIAL PROJECT - PETS IN THE PARK, Saturday 4/16/16

1. Discussion of PITP "Items/Job" document listing activities and volunteers
2. Discussion of PITP "HB Spring Pet Fair" document listing possible sponsors/vendors/volunteers
3. Volunteer inquiries should go to Maureen.

HBFOP WEB SITE

1. ****MOTION** to approve funds to transfer hbpop.org web to new platform using WordPress. Funds are \$99 set up/transfer fee, plus monthly fee. APPROVED 4 -0.
2. Maureen to take over web site development/updates (from Neil Leventhal)

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes February 11th, 2016
Location: HB Community Center, Time: 6:30pm

GRANT FROM WATER DEPARTMENT - Maureen

1. Recommendation that FOP apply for a \$2000 Grant available from Water Department. The application must show that the money will be used on project to reduce water use or water pollution. For example, use grant money to install more Dog Poop Bag dispensers that would result in less dog poop getting into the water and therefore reduce pollution.
2. **MOTION to approve that Maureen will write and submit grant application on behalf of HBFOP. APPROVED 4-0.
3. **MOTION to approve that if HBFOP receives \$2000, HBFOP will match grant with proceeds, if any, from PITP event. APPROVED 4-0.

HBFOP EVENTS SCHEDULE

1. Movies in Park - Jan B. Discussion of plan to collaborate with Sister Cities on MIP. Sisters Cities is NOT available on Saturday/Sunday so date of 2016 MIP set (by consensus) to Friday, July 22nd, location is Valley Park.
2. Pumpkins in the Park; date not confirmed yet but expected to be either October 8th or 15th.

COMMITTEE REPORTS

1. Membership - NO REPORT
2. Community Garden - Isabel.
 - a) Fundraising event at Comedy & Magic Club on 3/15/16
 - b) Garden opening scheduled for 3/20/16
 - c) Anyone wanting a plot in the garden should send e-mail to: communitygarden@hermosabch.org

OTHER

1. KIWANIS "K" DAY is April 2nd. Kiwanis kids do city cleaning and, if needed, can also help with planting.
2. Report by Janice Y on the 2/5-6 PLAN Hermosa events that focused on Parks and Open Spaces

NEXT MEETING / ADJOURN

1. Next Regular Meeting Wednesday, 3/9/16
2. VOTE TO ADJOURN Meeting 8:10pm PASSED 4-0

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes March 9th, 2016
Location: HB Community Center, Time: 6:30pm

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

Parks & Rec. Commissioners *present*: Maureen Ferguson Lewis

Guests *present*: Suzanne Evans

CALL TO ORDER / APPROVE MINUTES

1. MOTION to approve FOP 2/11/16 Regular Meeting Minutes with correction to location (should be Rotary Club); approved 4-0

TREASURER'S REPORT - JODY

1. FOP Bank Balance of \$41,201.79; Refer to document "Friends of The Park Treasurer's Report, March 9, 2016" for details.
2. Shakespeare by the Sea to receive \$1000 (already earmarked)

SPECIAL PRESENTATION - SOUTH PARK / HB COMMUNITY GARDEN

1. No presentation; HBCG garden manager unable to attend meeting
2. MOTION to approve \$250 contribution for 3/19 HBCG fundraising/grand opening event.

PLANT AREAS: HVS SAND DUNE RESTORATION - SUZANNE EVANS

1. Discussion of new Valley School teacher who plans to incorporate the plant area as instruction; will include new planting and maintenance activities by students. Students to receive "service points" for helping.
2. Suzanne will be reporting to CA Native Plant Society as required by grant that was received
3. Report of expenses provided to Jody.

PLANT AREAS: MARION WILSON & DONNIE FIELD GARDEN - BETTY

1. Gardens look good. Mulch provided by the city.
2. KIWANIS "K" DAY is April 2nd. Plans for kids to help with planting.

SPECIAL PROJECT - MOVIES IN PARK - JAN B.

MIP date confirmed as Friday, July 22nd, location is Valley Park.

COMMITTEE REPORTS - MEMBERSHIP - BETTY

Discussion of new members and letters to be sent.

SPECIAL PROJECT - PETS IN THE PARK, SATURDAY 4/16/16 - MAUREEN

1. PITP event application approved by HBCC

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes March 9th, 2016
Location: HB Community Center, Time: 6:30pm

2. Discussion of PITP sponsors/vendors/volunteers; Maureen to revise/distribute sponsors worksheet.
3. Discussion of PITP activities and volunteers; Maureen to revise/distribute activities worksheet.
4. Maureen has list of about 10 Duty Areas, each of which should have a volunteer in charge. List will be sent.

HBFOP WEBSITE – MAUREEN

Work on website continues; request to send pictures to add more content.

SUZY'S MUSICIAN DONATION

Musician TJ Brinjak stopped by meeting to donate half his tip jar for an evening to FOP. Amount \$43.50

SPECIAL FOP MEETING FOR PITP 3/23

Special FOP Board Meeting scheduled for Wednesday 3/23/16, *** 5:30pm *** at Valley Park. EARLY meeting in order to do a walk around, while daylight, to identify location of PITP activities. Meeting after park walk at Kiwanis Club if needed.

NEXT MEETING / ADJOURN

1. Next Regular Meeting Wednesday, 4/13/16
2. VOTE TO ADJOURN Meeting 8:20pm PASSED 4-0

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes March 13th, 2016
Location: HBCC room 9 Time: 5:30pm

CALL TO ORDER/INTRODUCTIONS:

Board members present: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

Board members absent: none

Guests present: Isabel Rodriguez, Member of HB Parks & Recreation

APPROVE MINUTES

MOTION to approve HBFOP 3/9/16 meeting minutes PASSED 4- 0

TREASURER'S REPORT - JODY

1. Discussion of Marion Wilson donations & expenditure related to "K-Day". Does HBFOP need to reimburse city \$400 for plants? Contact Els in Public Works.
2. **ACTION** Find out if HBFOP can buy plants cheaper directly from "Torrance Wholesale Nursery" which is the city's source.
3. Refer handout "Profit & Loss by Event, Jan - Dec 2016" for discussion of Pets in The Park (PITP) Event. Net income on report is \$992.16 (as of meeting)
4. **MOTION** to reimburse Maureen Lewis \$411.15 for HBFOP website development expenses and that website be charges general fund, not PITP Event fund. PASSED 4-0
5. **MOTION** to donate HBFOP PA system to City of HB. PASSED 4-0

SPECIAL PROJECT - MARION WILSON GARDEN

1. HB Public Works may pipe water to garden to make watering easier.
2. See Treasurer Report.

SPECIAL PROJECT - MAY 2016 SPECIAL HBFOP MEETING

1. Date: Wednesday, 5/11, (6:30pm ?)
2. Location is HB Community Center Little Theatre
3. HB Mayor Carolyn Petty to be speaker
4. Plans for special recognition at this meeting.

SPECIAL PROJECT - MOVIE IN THE PARK

1. Date is July 22, Friday in collaboration with Sister Cities ** date on agenda is wrong! **
2. **ACTION** Isabel & Jody will work together to choose film

SPECIAL PROJECT - PITP

1. Jan B reviewed responsibilities and outstanding issues on PITP spreadsheets
2. Goodie bag stuffing is Friday 4/15 evening at Dortehea's house.
3. Betty & JY will work on signs 4/14 evening at JY's office.

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes March 13th, 2016
Location: HBCC room 9 Time: 5:30pm

HB FIESTA BEER GARDEN

1. Memorial Day weekend: 5/28, 5/29, 5/30
2. Sign-up sheet for HBFOP board members volunteers at beer garden

COMMITTEE REPORTS - MEMBERSHIP

Thank you letter to new members sent by Betty

NEXT MEETING / ADJOURN

1. Next HBFOP meeting is May 11, 2016 Special Presentation
2. Meeting adjourned at 7:00 pm

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Special Board Meeting Minutes April 27th, 2016
Location: Kiwanis Club Time: 5:30pm

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

PETS IN THE PARK REVIEW

Jan B reported that \$867.00 CASH was deposited from PITP event registration fees and raffle ticket sales. Note that this is the cash only, does not include credit card payment and sponsor fees.

SPECIAL 5/11 HBFOP MEETING

1. SPEAKER: HB Mayor Carolyn Petty.
2. LOCATION/TIME: HBCC Little Theatre, 5:30pm reception outside theater, 6pm talk begins
3. TOPIC: Not sure, but probably about PLAN Hermosa Parks Plan.
4. BUDGET: \$75 max budget on refreshment and power point presentation.
5. ACTIONS: get refreshments (Jan B), pp presentation update (Jan), need park list and list of plan areas

MOVIES IN THE PARK/BEACH

1. CANCELED - 2016 Movies In the Park on Friday 7/22. George Banks/Sister Cities said NO.
2. Discussion of maybe using a company to put on future movies in park (starting next year, too late for 2016). They already have the equipment/staff to do set up and promotion. However, it would not just be a HB local event. (Person who happen to be at Kiwanis to pick up PITP raffle prize does this kind of work.
3. Discussion of Movies at the Beach instead. It will be a Saturday in August. Jan B will co-ord with concerts at the beach people.

HBFOP JUNE (6/8/16) MEETING TOPICS

Tentative agenda for June meeting is to focus on improvements to HBFOP promotional materials & activities. Including PR pieces, web page, power point presentation, HBFOP table at events.

UPCOMING EVENTS/PROJECTS

1. Maybe use boulders and logs available to use as border at Marion Wilson & Donny Fields plan areas. Ask the city.
2. Discussion about Ruth Rusk of the Hermosa Garden Club who has been very helpful allowing use of the water at her house on 4th Street, which is not too far away from the Marian Wilson Butterfly Area. Jan B. will give her special recognition during one of the Garden Club meetings.
3. Brown dedication/celebration sometime this Summer
4. REMINDER - HB Garden Club Sale on 5/21. Maybe HBFOP table.

ADJOURN

1. VOTE TO ADJOURN Meeting 6:45pm PASSED 4-0

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Special Presentation & Board Meeting Minutes May 11th, 2016
Location: HB Community Center Little Theater Time: 5:30pm

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

GUESTS: Mayor Petty; Parks & Rec. Commissioners *present*: Maureen Ferguson Lewis & Isabel Rodriguez

SPECIAL PRESENTATION

Special Presentation by HB Mayor Carolyn Petty. Topic was PLAN Hermosa – PARKS & OPEN SPACE.

HBFOP JUNE (6/8/16) MEETING TOPICS

Discussion of agenda for June meeting. Focus on improvements to HBFOP promotional materials & activities. Including PR pieces, web page, power point presentation, HBFOP table at events.

OTHER

Discussion with Mayor Petty regarding problems with off-lease dogs and droppings not picked-up at Edith Rodaway Park.

ADJOURN

VOTE TO ADJOURN Meeting at ? (left early)

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes June 8th, 2016
Location: HBCC room 9 Time: 6:30 pm

CALL TO ORDER/INTRODUCTIONS:

Board members present: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership
Board members absent: Jody Leventhal, Treasurer
Guests present: none

APPROVE MINUTES

MOTION to approve 4/27/16 Special HBFOP Meeting minutes. PASSED 3-0

MOTION to approve 5/11/16 HBFOP Meeting Minutes as corrected. PASSED 3-0. The correction is to include name of guest who spoke about dog problems at Edith Rodaway Park.

TREASURER'S REPORT - JODY

No treasurer report.

FOLLOW-UP/REVIEW RECENT EVENTS

1. Review of Beer Garden volunteering
2. Jan B will create & deliver certificates to Boy Scouts and others for volunteering during Pets in the Park.

GARDENS

1. Betty discussed maybe getting free plants from Sea Labs. However, summer is not a good time for new planting.
2. CA Native Place Society provide "Native Plants Live Here" sign to be posted at Valley Park. Funds from Elaine Conze bequest

"ADOPT-A-PARK" PROJECT.

1. Scout Troop want to adopt Moondust Park. Improvements might include adding park sign, update seating & basketball court, add CA natural plants.
2. Rotary Kids interest in adopting Kay Etow Park

MOVIES AT THE BEACH

1. All 4 Saturday evenings in August
2. HBFOP and Cinema Society to share
3. HB City may pick up expenses (for movie?)
4. Movies will be promoted in literature for concerts
5. *MOTION to approve doing research into using 4 different youth groups to handle the popcorn & water. Jan B will do research. PASSED 3-0*

PROMOTION/PR FOR FOP

1. See WEB-SITE Recommendations (next topic)
2. Jan B is working in improvement to FOP power point presentation
3. Improve presence at events with a FOP "booth" similar to a trade shows.
4. Set-up any popcorn/water sales next to/in the FOP booth to attract visitors

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Board Meeting Minutes June 8th, 2016
Location: HBCC room 9 Time: 6:30 pm

5. Display big park location sign surrounded pictures of various parks.
6. *MOTION to approve doing research into investing in a portable screen for displaying FOP materials at events. Screen should be at least 6ft high, 3 fold. Jan B will do research. PASSED 3 - 0*

WEB-SITE RECOMMENDATIONS

1. Add Volunteer Opportunities to web-site to recruit help at gardens. Suggest starting with Valley Park
2. Add ADOPT-A-PARK
3. "Native Plants Live Here" sign on web site
4. Park List/More pics of parks

NEXT MEETING / ADJOURN / ANNOUNCEMENTS

1. Next HBFOP meeting is July 13, 201. Tentative agenda items include: a) Review Pets in the Park event, b) More discussion of Movies at the Beach
2. Jan B announced that next HB Garden Club meeting is Wed 6/19 (daytime).
3. *MOTION to adjourn at 7:50 pm PASSED 3-0*

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Regular Board Meeting Minutes July 13th, 2016
Time 5:30pm, Location: HB Community Center, Room 9

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

GUESTS: Commissioners *present*: Maureen Ferguson Lewis

MINUTES

Motion to approve 6/8/16 Minutes - PASSED

MOVIES ON The BEACH (MOB)

Review of Movies at the Beach 2016 planning chart by Jan B.

1. City of HB is covering all costs
2. HBFOP will need insurance
3. MF is working on Public Relations
4. MF will get event on city calendar
5. Working with HB Cinema Society (John) and St.Rocke (Alan) but make sure HBFOP benefits MOST form event.
6. Discussion of what sponsors get per each tier: a) name on banner, b) presence at beach (sign on FOP booth), c) mention by MC at start, d) name in movie trailer, e) on HBFOP web site
7. MOB strategy meeting to be held before first movie
>>> MOB Meeting 8/1/16, 6pm, HB Historical Museum
8. ACTIONS:
 - Need a PR packet for sponsors - Jan B
 - co-ord with John & Alan regarding sponsors. – MF
 - find out about outlet for popcorn machine. Is only outlet next to stage in front or can it be moved to side by proposed booth locations? – Jan B
 - Find out if FOOD, other than pop-corn can be sold at beach.
 - Jan B & MF will follow-up on what else to sell: towels, T-shirts, hats, blankets

TREASURER'S REPORT – JODY

1. Pets in THE Park financial reports. Net profit: \$2628.58
2. Donation from Beau Bridges Photographer (HB Mural)
3. MOTION to approve \$50 gift basket donation for Kiwanis PASSED

PETS IN THE PARK (4/16) REVIEW

1. *WHAT WORKED*: Overall the event was a great success; Pet Blessing was great success; Sponsors happy; T-shirts look good
2. *WHAT NEEDS IMPROVEMENT...*
 - a) Main registration booth, raffle table, maybe other ticket selling/admin things (volunteer check-in?) in one area so less running around
 - b) Another registration table needed at South end (by Rotary Club parking)

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Regular Board Meeting Minutes July 13th, 2016
Time 5:30pm, Location: HB Community Center, Room 9

- c) Need event signs to place by each "venue". E.g. PHOTOGRAPHS, VACCINATIONS, not just directional signs.
- d) Need better speaker system for announcements, could not be heard more than a few feet. Speakers place around park to announce start of activities, contest winners, etc.
- e) Maybe have a stage & DJ with music,
- f) Complaints about no food. Maybe food trucks on Valley
- g) Have early AM "no parking except for loading/unloading" sign on Valley to prevent "bike club" situation.
- h) bring emergency extra toilet paper.
- i) Remember to set-up HBFOP booth.

OTHER

Discussion of MOBI-maps demonstration to occur during MOB- Jody

ADJOURN

VOTE TO ADJOURN Meeting at 6:40pm

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Regular Board Meeting Minutes August 10th, 2016
Time 6:30pm, Location: HB Community Center, Room 9

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership;
Board Member absent: Jody Leventhal, Treasurer
Park & Rec Commissioners *present*: Maureen Ferguson Lewis (MFL); Isabel Rodriguez
Guest Presenter: Geoff Hirsch

MINUTES

Motion to approve 6/8/16 Minutes - PASSED

TREASURER'S REPORT – none (Jody absent)

Refer to recent e-mails. Will do final accounting of Movies at Beach after last movie.

MOVIES AT BEACH - Review of 1st night, 8/6; prep for next, 8/13

1. Tables, pop-up, set-up stuff need to be 10ft from stand wall
2. Better prepare for wind; also cold
3. Skinny-pop to be sold 2 for a \$1
4. Post prominently the MOVIE + CONCERT info to answer people's questions; Also ask locate business (e.g. Scotty's) to post in windows
5. Need bigger "Vote for Favorite Park: sign
6. 2-sided signs (beach+strand) to hang on pop-up (JY)
7. Ice Tea in addition to water sold with pop-corn
8. MFL invested \$15 for target audience on Facebook
9. RAFFLE:
 - a. drawing will occur be AFTER last movie
 - b. winners notified by PHONE number written on tickets
 - c. may also enter on website
 - d. MFL to make signs with RAFFLE ticket prices & prize descriptions
 - e. No RAFFLE prizes will be displayed on beach/during movie, just prize description

PARK ACCESSIBILITY PRESENTATION - Geoff Hirsch (GH)

1. GH is disabled, uses wheelchair
2. GH REQUEST TO FOP: Support accessibility proposals/projects to city council members
3. Isabel R. working with GH on this issue
4. City of HB has formed a working group regarding accessibility.
5. Except for Valley Park, parks are not accessible to wheelchairs
6. There will be MOBI-mat test on the Beach starting this week
7. Parks are a main resource to HB citizens and should be accessible
8. In addition to parks, working with CAL Trans to fix PCH sidewalks
9. Need grassroots effort for disabled ADULTS not just the kids (e.g. South Park).
10. MFL - suggest to get support from South Park group (Jessica G); GH says Jessica has not responded yet.
11. MFL - will add MOBI-mat demonstration to FOP web site and Facebook

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Regular Board Meeting Minutes August 10th, 2016
Time 6:30pm, Location: HB Community Center, Room 9

PUMPKINS in the PARK

1. Date is Saturday, October 15, 2016. MFL will put on city scheduled
2. Need more pop-ups, chairs
3. To be further discussed at SEPTEMBER meeting

PETS in the PARK 2017

1. ** EASTER is April 16, 2017
2. Schedule PITP for last week of March or April
3. See prior minutes regarding "WHAT NEEDS IMPROVEMENT". Includes: music (not too loud for dogs), better speaker system, food trucks on Valley, signs at each venue, two registrations.

GARDEN – Betty

1. More water need at Marion Wilson/Butterfly Garden
2. National Charity League (NCL) helping on Saturday AM 8/13
3. Have a presentation of the work done, esp., at Valley

NEXT MEETING(S)/ADJOURNMENT

1. 9/14/16 Regular Meeting
2. 10/12/16 Regular Meeting **JB may be out of the country
3. MOTION TO ADJOURN about 7:45PM PASSED

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Special Board Meeting Minutes September 21th, 2016
Time 5:30pm, Location: HB Community Center, Room 9

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

Park & Rec Commissioners *present*: None

Special meeting to discuss plans for Pumpkins In the Park on October 15, 11am – 1pm. Location is Edith Rodaway Park.

WaterMonster Discussion

Discussion of using “WaterMonster” instead of/in addition to distributing water bottles. The WaterMonster belongs to HB City. There is no water source at PIP location to fill and it is too heavy to move full of water. The WaterMonster will not be used for PIP but could be used at Pets In Park event.

REFER to “PIP 2016” Plan, highlights

1. Review of picture of Edith Rodaway Park showing location of PIP “venues”
 - a. Registration will be moved closer to entrance on Gentry St.
 - b. Raffle table near center; more visible location
2. Jodi is having new PIP banners made
3. Registration
 - a. Raffle tickets sold at raffle table (not registration) and donation buckets
 - b. JB will send JY ticket prices list; JY make large sign near entrance/registration
 - c. Bob Elling to be cashier volunteer
4. JB (or Betty?) to get prizes for Games
5. Goodie bag will be handed out to first 100? Mini-pumpkins “free” for all children
6. Tables, chairs (more than last year), and some pop-ups provided by city. Additional pop-ups may be needed.
7. Betty discussed various games.
8. Food – pop-corn (Kiwanis Kids), hot dogs (Rotary), ice cream (Paradis), water. No chips, cookies, apples.
9. Face Painter – Terry Hampton
10. Discussion of what to do with hay bales after event; maybe donate to HB Community Garden.
11. JY will bring in ice in 2 coolers/tub, but more ice may be needed.

NEXT MEETING(S)/ADJOURNMENT

1. There will be NO HBFOP Board meeting in October; the next HBFOP Board Meeting is scheduled for November 9th
2. MOTION TO ADJOURN about 7:30PM PASSED

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Special Board Meeting Minutes November 9th, 2016
Time 6:30pm, Location: HB Community Center, Room 9

Board members *present*: Janice Brittain, President; Janice Yates, Secretary; Betty Starr, Membership; Jody Leventhal, Treasurer

Park & Rec Commissioners *present*: Maureen Ferguson

Guests/Members: Neil Leventhal (re: website), Betsy Ryan, Sharon Rosenberger

MINUTES

1. *MOTION to approve 9/14/16 Regular Board Meeting Minutes - TABLED*
2. *MOTION to approve 9/21/16 Special Board Meeting Minutes – TABLED*

MEMBERSHIP - applications & fee

1. *MOTION to approve that Maureen research improving the online membership sign-up form and payment methods. Work with Neil Leventhal. PASSED*
2. Need to provide printed/e-mail receipts for payment if requested
3. Currently 150 names in database.
4. Where are the paper membership applications completed at PIP?
5. Bylaws state that someone can be a member *without* paying the membership fee

MEMBERSHIP – OPEN HOUSE

1. Discussion of the FOP Open House Event in January to recruit more members. (Betty)
2. Maybe expand the membership event to include other HB volunteer groups (e.g. Kiwanis) to attract more people.
3. What is goal: grow members? Increase revenue?

FINANCIAL

1. Review of the FOP Balance Sheet as of 9/30/13 and other financial reports.
2. Discussion regarding how a major goal of FOP (and other HB resident organization) is to donate to various FOP & HB projects. FOP should *not* keep a large balance.
3. Request to have a detailed breakdown on all accounts. Need to better report on donations to Earmarked Funds.
4. Donation vs Fee. Prices on signs, etc., should say, for example, "\$10 donation accepted" not "\$10 fee".

BYLAWS/OTHER

1. Discussion/review of needed revisions to the FOP Bylaws., especially regarding number of Board members and term of office. Will vote on changes at December meeting.
2. *MOTION to approve FOP "Sponsorship Opportunities 2017" packet to be used for recruiting sponsors to the various FOP events. APPROVED*
3. Pumpkins in the Park complaint about having kids beat on a piñata that looks like a person.

NEXT MEETING(S)/ADJOURNMENT

1. Next FOP Board meeting is December 14th

HBFOP 2016 Minutes (JY)
Hermosa Beach Friends of the Park
Special Board Meeting Minutes November 9th, 2016
Time 6:30pm, Location: HB Community Center, Room 9

2. *MOTION TO ADJOURN about 8:00 PM PASSED*

HBFOP
4/13/16
Board Meeting

04/13/16

FOP Profit and Loss by Event January through December 2016

| | Pets in the Park | TOTAL |
|----------------------|------------------|----------|
| Income | | |
| Event Income | | |
| Sponsor Income | 2,300.00 | 2,300.00 |
| Total Event Income | 2,300.00 | 2,300.00 |
| Total Income | 2,300.00 | 2,300.00 |
| Expense | | |
| Bank Service Char... | 32.00 | 32.00 |
| Event Expenses | 1,275.84 | 1,275.84 |
| Total Expense | 1,307.84 | 1,307.84 |
| Net Income | 992.16 | 992.16 |

04/13/16

FOP

Transaction Detail by Account

January through December 2016

HBFOP 2016 Minutes (JY)

| Type | Date | Num | Name | Memo | Clr | S | Amount |
|-----------------------------|----------|-----|------------------|-------------------|-----|---|---------------|
| Event Income | | | | | | | |
| Sponsor Income | | | | | | | |
| Deposit | 03/14/16 | | Pets in the Park | Dogs Best Fri... | U | | 500.00 |
| Deposit | 03/14/16 | | Pets in the Park | The Puppy Ac... | U | | 75.00 |
| Deposit | 03/21/16 | | Pets in the Park | Centinela | U | | 75.00 |
| Deposit | 03/24/16 | | Pets in the Park | Just Food for ... | U | | 400.00 |
| Deposit | 04/04/16 | | Pets in the Park | Healthy Spot | U | | 500.00 |
| Deposit | 04/04/16 | | Pets in the Park | Kriser's | U | | 500.00 |
| Deposit | 04/04/16 | | Pets in the Park | Let Rover Run | U | | 75.00 |
| Deposit | 04/11/16 | | Pets in the Park | Forage | U | | 75.00 |
| Deposit | 04/13/16 | | Pets in the Park | Bow Wow Bo... | U | | 100.00 |
| Total Sponsor Income | | | | | | | 2,300.00 |
| Total Event Income | | | | | | | 2,300.00 |
| Bank Service Charges | | | | | | | |
| Check | 04/13/16 | | Pets in the Park | Card Readers... | U | | (32.00) |
| Total Bank Service Charges | | | | | | | (32.00) |
| Event Expenses | | | | | | | |
| Check | 03/31/16 | | Pets in the Park | Sign Fee to H... | U | | (192.00) |
| Check | 04/13/16 | | Pets in the Park | 3 Banners plu... | U | | (652.69) |
| Check | 04/13/16 | | Pets in the Park | Zip ties | U | | (20.00) |
| Check | 04/13/16 | | Pets in the Park | Go Daddy we... | U | | (411.15) |
| Total Event Expenses | | | | | | | (1,275.84) |
| TOTAL | | | | | | | 992.16 |

To pay Marvin
move to old
fund