

## Table of Contents

FOPMinutes-2015-05-13 AMENDED . . . . .	2
FOPMinutes-2015-06-10 AMENDED . . . . .	4
FOPMinutes-2015-08-12 . . . . .	7
FOPMinutes-2015-09-09 . . . . .	8
FOPMinutes-2015-09-24 . . . . .	10
FOPMinutes-2015-10-14 . . . . .	11
FOPMinutes-2015-11-19 . . . . .	14
FOPMinutes-2015-12-09 . . . . .	16
Treasurers Report.FOP.12.09.15 . . . . .	19

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes May 13, 2015 AMENDED

**PRESENT:**

Board Members: Janice Brittain, President; Jody Leventhal, Treasurer; Janice Yates, Secretary  
Guest: Bryan Ousdahl

**MINUTES:** Approval of March 11, 2015 Board Meeting *tabled for further review.*

**PRESENTATION – BRYAN OUSDAHL**

Bryan presented his idea for creating 3D scanned mapping of HB parks. He explained that he has access to the equipment and skills to do the scanning at no cost. Board recommendation was that Bryan start with parks Fort Lots O Fun and Edith Rodaway for practice and show results in future FOP Board meeting.

**TREASURER'S REPORT – JODY:**

- Refer to report "FOP Profit and Loss Standard January 1 through May 13, 2015" distributed at meeting. Donation Income includes memberships. \$4000 is earmarked for Host Town SOWG. An itemized treasurer's reports will be available at next meeting.
- Treasurer report discussion included: balance of funds earmarked to pay Betty Starr will be reported at next meeting (to maintain native plant gardens); donation received for Sand Hill (aka Suzanne Evans) project; donations received for Marian Wilson area located on Greenbelt near 34<sup>th</sup> St.
- FOP uses the Stripe Payment processing systems (similar to PayPal) to handle online payments.
- *MOTION to authorize Jody to pay on the starred(\*) items listed on FOP Earmark \$4000 report. Ultimately the money spent will not exceed the \$4000 earmark.*  
*MOTION passed 4-0 (Betty absent).*

**COMMITTEES**

1. Membership – Betty: No report (Betty absent). There will be an updated membership report at next meeting.
2. Native Plant Garden. No report.
3. Marian Wilson Native Plant & Butterfly Area – Jan B. See treasurer report.
4. South Park Renovations. Construction started first week of April. Heather Oblon is new lead person for HB Community Garden effort.
5. HBFOP Web Site – Janice Y. developed a demonstration site following. She needs more information from Board to continue. Link: <http://www.ilovehb.org/hbfop/index.html>

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes May 13, 2015 AMENDED

**CALENDAR AND ACTIVITIES REVIEW**

1. JULY - Host Town Special Olympic World Games (SOWG) – Jody: Jody discussed various Host Town past and upcoming activities. Refer to meeting handout “SOWG 2015 HOST TOWN HERMOSA BEACH CALENDAR OF EVENTS”.
2. AUGUST – Movies in the Park (MIIP): Ongoing Discussion of moving event to later date due to busy summer event schedules. Suggested movie is “Ferris Bueller’s Day Off”. Refer to “Movies in the Park” handout.
3. OCTOBER – Pumpkins in the Park (PIIP): NO REPORT

**NEW BUSINESS**

1. HONOR - Jan B. said that HB resident Julian Katz will be honored for his contribution on behalf of HBFOP.
2. FALL FIESTA – Jody is waiting for permit regarding Beer Garden fundraising for HBFOP
3. TREE PROJECT – 100 trees are being planted on the Greenbelt and elsewhere in HB. HBFOP is not directly involved. See facebook: <https://www.facebook.com/pages/100-Trees-in-HB/>, website: <http://www.100treesinhb.org/>

**NEXT MEETING / ADJOURN**

1. Next Board meeting is scheduled for Wednesday, June 10<sup>th</sup>
2. Motion to adjourn meeting at 7:30 pm approved.

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes June 10, 2015 AMENDED

**PRESENT:**

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

Members/Guests: Jennifer Mangali, South Park Design Committee; Suzanne Evans, Sand Hill CA Native Garden.

**MINUTES:** Approval of March 11, 2015 Board Meeting *tabled for review*.

May 13, 2015 minutes approved with *amendments*:

- Correct name "Susan" to "Suzanne" Evans
- Add to treasurer report: *"MOTION to authorize Jody to pay on the starred(\*) items listed on FOP Earmark \$4000 report. Ultimately the money spent will not exceed the \$4000 earmark"*.  
MOTION passed.

**GUEST PRESENTATION – JENNIFER MANGALI, SOUTH PARK DESIGN COMMITTEE**

Jennifer discussed the status of South Park Renovation construction and fund raising efforts. An important fund raising goal is make sure there are the funds to make the playground area accessible, for example using materials suitable for wheelchair access. \$20,000 was received from the HB Chamber of Commerce (based on Fiesta proceeds?). One plan being discussed is to sell "bricks" for a brick walkway similar to the Millennium walkway alongside Noble Park.

**TREASURER'S REPORT – JODY:**

- The Account Balance as of 6/9/15 is \$36,043.39. See Union Bank statements.
- Host Town - Jody reported that enough funds have been raised to cover the HB Host Town activities but there are no extra funds, as of now, to contribute to the games themselves.
- HB Garden Club approved \$1000 towards maintenance the Valley Park Native Plant area and Marion Wilson area (aka Blue Butterfly Garden) on Greenbelt.
- Sand Hill - Suzanne Evans reported that the California Native Plant Society awarded a \$1050 Conze Grant to "Hermosa Valley School Sand Dune Native Plant Restoration Project" (aka Sand Dune Native Plant garden). This grant is targeted only to buy plants and not other uses. Refer to letter dated 5/7/15 from California Native Plant Society.
- Shakespeare by the Sea: FOP donated \$2000 for their current Summer repertoire. 2015 plays and dates are Wednesday, July 15<sup>th</sup>, "The Tempest" and Thursday, July 16<sup>th</sup>, "As You Like It". Location is Valley Park.

**COMMITTEES**

1. Membership – Betty: No new members since last report
2. HB Community Garden – See GUEST PRESENTATION by Jennifer M. regarding South Park Renovations

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes June 10, 2015 AMENDED

3. Sand Dune Native Plant Garden. – Suzanne Evans & Betty said that most the plants in the garden are doing well and that they hope to expand the garden using \$1050 Conze Grant.
4. Marian Wilson Butterfly Garden – discussion that this and other garden areas may need to be surrounded by rocks or a fence to discourage people from trampling on the plants.
5. In 1966 a tree dedicated to California Governor Jerry Brown's mother was planted in Valley Park next to what is now the Theodore Payne Native Plant Garden. There are plans to re-dedicate the tree with a new plaque, installed on a rock, at a ceremony that may be attended by Governor Brown's sister.
6. Discussion of recruiting volunteers to help install/maintain CA native gardens included asking the Boy Scouts Troops and the Circle K. Circle K are college kids from El Camino College that are sponsored by Kiwanis
7. Web Page – no report.
8. Facebook – no report.

***CALENDAR AND ACTIVITIES REVIEW***

1. JULY - Host Town Special Olympic World Games (SOWG) – Jody: Jody discussed various Host Town past/upcoming activities including the BEACH PARTY @SEASIDE LAGOON event on July 23<sup>rd</sup>. Email for info is: HostTownHermosaBeach@gmail.com
2. AUGUST – Movies in the Park (MIIP): Tentative date is Saturday, August 22.
3. LABOR DAY WEEKEND – Discussion of Beer Garden fund raising plans.

***NEW BUSINESS***

1. Janice B. said that on next Agenda she will place routinely discussed items such as "South Park Renovations", "Sand Hill CA Native Plant Garden" under "Committees Reports".
2. Janice Y. asked about the HBFOP organization, e.g. Regular members vs. the Board members. Janice B. said she would provide Janice Y. with the HBFOP Bylaws

***NEXT MEETING / ADJOURN***

1. No July Board meeting. Next FOP Board meeting is scheduled for August 12<sup>th</sup>
2. Meeting adjourned at 8:10 pm.

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes June 10, 2015 AMENDED

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes August 12, 2015

**PRESENT:**

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

Members/Guests: Isabel Rodriguez, Member of HB Parks & Recreation Commission

**MINUTES:** MOTION to approve of June 10, 2015 Board Meeting *with amendments* approved.

**TREASURER'S REPORT – JODY:**

- Host Town SOWG – HPFOP “loan” was refunded and account is now “NET-NET”
- Discussion of the service used for Host Town online donations and that is might be useful HBFOP
- Check for \$2500 to St Rocke to co-sponsor 8/22 Movie at the Beach expenses. Sponsorships and donations to cover the expense.
- Account Balance not available.

**COMMITTEES**

1. Membership – Betty: No new members since last report
2. Native Plant Garden/Marian Wilson Butterfly Garden – Betty. Looking into sources for buying new plants. Fall is best time for planting.
3. Web Site – Janice Y: Work on updating HBFOP website postponed. JY will instead work on collecting/updating HB Park Information to be stored in online, searchable database. Isabel will help with Park Information.
4. Facebook – Janice B: HBFOP facebook page has been created.

**CALENDAR AND ACTIVITIES REVIEW**

1. JULY - Host Town Special Olympic World Games (SOWG) – Jody: SOWG were a success. There will be party on August 27<sup>th</sup> for volunteers.
2. AUGUST – Movies in the Park (MIIP): Refer to Janice B report for details on this topic. Location is The Beach, date is Saturday, August 22. Janice B, Betty, Janice Y, Isabel and Circle K kids to collect donations at event.
3. LABOR DAY WEEKEND – Janice B has list of Beer Garden Volunteers.
4. OCTOBER – Pumpkins in the Park will be October 11th at Edith Rodaway Friendship Park. Boy Scouts will help as in prior years.

**NEW BUSINESS**

1. No new business

**NEXT MEETING / ADJOURN**

1. Next FOP Board meeting is scheduled for September 9<sup>th</sup>
2. Meeting adjourned at 7:34 pm.

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes September 9th, 2015

**CALL TO ORDER/INTRODUCTIONS:**

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

Board members *absent*: Jody Leventhal, Treasurer

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

**MINUTES:** MOTION to approve August 12, 2015 Board Meeting PASSED

**TREASURER'S REPORT – JODY:**

- Account Balance: \$36, 324.41 (per 9/9 e-mail from Jody). Balance includes \$2500 dispersement of \$2500 to St. Rocke (Movies In the Park) and membership renewals to date.
- MOTION to reimburse Betty \$19 CASH for purchase of 3 cases of water bottles for Movies at the Beach event on 8/26. PASSED. Cash paid to Betty at meeting.

**COMMITTEE REPORTS**

1. Membership – Betty: No report. Need “paid” membership list from Jody (absent)
2. Native Plant Garden/Marian Wilson Butterfly Garden – Betty.
  - a. Looking into sources for buying new Ca native plants. Janice Y will provide Betty info/contacts about PVPLC CA plant sale
  - b. Betty paid \$150 for 3 months of garden maintenance. This is funded through the HB Garden Club.
  - c. MOTION to approve that Betty purchase additional/replacement plants for gardens as needed.
3. South Park/Community Garden – see COMMISSIONER'S REPORT

**COMMISSIONER'S REPORT**

- South Park renovations at nearly complete. Need to install playground equipment. Discussion of need for good “sound bites” and to help HBFOP promote the “grand re-opening” event.
- Discussion of the HB Community Garden that may be part of South Park.

**CALENDAR AND ACTIVITIES REVIEW**

1. AUGUST – Review of 8/22/15 Movies in the Park/at the Beach
  - a. Refer to Jan B “Financial Summary” As of this meeting balance is <\$531.39>. Add \$9 not show on summary.
  - b. Next year FOP may want to co-ordinate with Sister Cities organization
2. OCTOBER – Pumpkins in the Park (PIP) will be Saturday October 10<sup>th</sup>, 11am – 1pm, at Edith Rodaway Friendship Park. Discussion of PIP plans (see e-mails) and assigned duties. Contact Jody to find out about vendors and costs from last year's PIP. Also discussed was whether or



HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Board Meeting Minutes September 9th, 2015

not to invite HB Educational Foundation. HBEF involvement might increase attendance but they may compete for donations that would otherwise go to HBFOP.

**NEW BUSINESS**

1. Jan B - Need to schedule dedication of Brown Tree
2. Jan Y – Requested a copy of BYLAWS (request fulfilled 9/11).

**NEXT MEETING / ADJOURN**

1. ***SPECIAL HB FOP Board meeting to discuss PIP is scheduled for September 24th, 6:30 pm, location to be determined but suggestion was to meet at Rotary Club building***
2. Next Regular HB FOP Board meeting is October 13, 2015, 6:3pm
3. Meeting adjourned at 8:00 pm ?

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Special Board Meeting Minutes September 24th, 2015  
Location: Rotary Club Building Time: 6:30pm

***CALL TO ORDER/INTRODUCTIONS:***

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

Board members *absent*: Jody Leventhal, Treasurer

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

This is a special meeting called to discuss plans for the PUMPKINS IN THE PARK event to be held Saturday, October 10<sup>th</sup>, 2015, from 11am – 1pm.

***PUMPKINS IN THE PARK***

1. Jan B. Brought banners and other materials from HBFOP storage unit. The banners were spread out on the floor so we could see what changes were needed (for date)
2. The PIP plan was reviewed, assignments made, status discussed.

***OTHER/NEW BUSINESS***

1. Jan B reported on the accounting from the Movies in the Park event.
2. Isabel request a HB FOP Board of Directors Roster with contact information be created and distributed to members.

***NEXT MEETING / ADJOURN***

1. Next Regular HB FOP Board meeting is October 13, 2015, 6:30pm
2. Meeting adjourned at 8:00 pm

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes October 14th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

***CALL TO ORDER/INTRODUCTIONS:***

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

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

***MINUTES:*** MOTION to approve 9/9/15 Regular & 9/24/15 Special meeting Board minutes PASSED

***TREASURER'S REPORT*** - Jody

1. Current balance is \$37,125.25 including \$440 cash from MIP event. PIP Net Revenue (after all expenses) = \$57; Net Loss = \$47. See spreadsheet.
2. Betty with check #706 for \$36.00 for purchase of two plants & a book at PVPLC/White Point CA Native Plant Sale.
3. *MOTION*: Vote to approve Jody take funds from Hermosa Valley School Sand Dune Restoration Project (aka Suzanne Evans) account to cover project maintenance expenses. PASSED 4-0.  
>Refer to approved Invoice, treasurer will issue check for \$527.76 to *PV Peninsula Land Conservancy*.
4. Bank Signature - Former member Dylan L "officially" resigned & his name needs to be removed.  
*MOTION*: Vote to approve that Betty Starr be added to bank signature; PASSED 3-0 (Betty not voting)

***INSURANCE.*** Discussion of various insurance policies that are being reviewed by Jan B & Jody. No action at this time.

***COMMITTEE REPORTS – GARDENS***

1. CA Native Plant General discussion - plant sources, types of plants and best time to plant. Betty said late November when maybe rain.
2. Marion Wilson Area - Jan B & Jody installed the rock. They used a rock that FOP bought originally for Valley Park's Brown Tree, as noted in bank records. *ACTION ITEM*: Jan B will get the plaque to install on rock.
3. Hermosa Valley School Sand Dune Restoration Project ("Suzanne Evans Area" on Agenda). In FOP correspondence use official name which is "Hermosa Valley School Sand Dune Restoration Project". Suzanne has provided a written plant list and planting schedule. The garden is maintained by HVS students with help from Betty S, and others.
4. Valley Park Native Plant Area - *ACTION ITEM*: Betty will investigate options for fence/rocks/bushes or other barrier to help keep people from walking through garden and damaging the plants.

***COMMITTEE REPORTS - SOUTH PARK UPDATE (Jan B & Isabel)***

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes October 14th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

1. Isabel & Jan B explained the South Park renovations are now in the 2nd phase which will involve fund raising to buy accessible playground. Not sure how much money is needed yet. Contact is Jessica G.
2. Isabel is working with Hermosa 50 to have "Senior" workout equipment installed at South Park and elsewhere.
3. Isabel said the HB Community Garden is looking for a volunteer Master Gardener. When found, then fund raising efforts for community garden will start again. (Q - who is looking for Master Gardener- Parks & Rec or some other group?)

**COMMITTEE REPORTS - MEMBERSHIP**

1. Betty & Jody discussed reports available online for checking new members based on credit card payment and checks received.
2. Jan B emphasized the need for a CURRENT list of members which are members who've joined/renewed in since 1/1/2015.  
ACTION ITEM - Betty will contact members and so something(?)

**COMMITTEE REPORT - PIP SUMMARY**

1. THANK YOUS & CERTIFICATES - ACTION ITEM - Thank You's: a) EVERYONE will send JY names & contact info of people to be thanked. b) JY will revise thank you card, print labels from list to place on Thank You card envelopes that will be mailed or hand delivered.  
Jan B will be giving Boy Scouts HB Troop 860 certificates and can also deliver Thank You cards.
2. Review of the Pumpkins in the Park. The event was a great success. Some items to be improved upon for next time:
  - a. large sign(s) with activities & food ticket prices at entrance so less need to explain over and over
  - b. more prominent display of RAFFLE items to encourage raffle ticket sales
  - c. more chairs needed especially for face painting and food area
  - d. if same hot weather then need more water, ice & shade canopies
  - e. need to start earlier, at least 6 months before, to get sponsors to pay for things like the pumpkins
  - f. Boy Scouts may might get more involved, for example, use the basketball court area to create a maze

**COMMISSIONERS' REPORT - SPRING PROJECT - BLESSING OF THE ANIMALS**

Jan B reviewed a message from Maureen Ferguson regarding plans for a Blessing of the Animals and Dog Parade. Preferred location is Valley Park, sometime in April. In addition to items in Maureen's message, it was discussed: a) Any animal can be blessed but parade for dogs only, b) blessing should be FREE but need to come up with a FEE structure for other events such as parade and various contests, c) maybe

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes October 14th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

also have a Pet Adoption area, d) blessing should be nondenominational

***PRESENTATION/FURTHER PROJECTS***

1. JY suggested a table at the St Patrick's Day parade to promote HBFOP events & recruit new members. *ACTION ITEM:* JY will contact Chamber of Commerce about the table.
2. Isabel suggested that maybe once a month there be a HBFOP table at Farmer's market. No further action at this time.
3. Suggestion that announcement be placed in HB City newsletter (deadline is 10/24) regarding next HBFOP Board Meeting and that there be a meeting speaker to increase attendance. *ACTION ITEMS:* Isabel will ask public works person to speak at November meeting about park stuff in the city; JY will look into availability of PVPLC speakers for future HBFOP meetings.
4. "100 TREES" event occurs this Saturday 10/17. 40 trees will be planted on South side of Greenbelt. See e-mail notice. *ACTION ITEM:* Isabel was going to find out if these were CA native trees.

***OTHER BUSINESS***

1. Jody will cancel the 888 phone message system left over from Host Town special Olympics.

***NEXT MEETING / ADJOURN***

1. Due to 11/11 Veterans Day occurring on next regular meeting date, the next Regular HB FOP Board meeting will be November 19, 2015, 6:30pm
2. VOTE TO ADJOURN 8:25pm PASSED

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes November 19th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

***CALL TO ORDER/INTRODUCTIONS:***

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

Guests *present*: Maureen Ferguson Lewis, Member of HB Parks & Recreation Commission

***MINUTES:*** MOTION to approve 10/14/15 Special meeting Board minutes PASSED

***TREASURER'S REPORT*** - Jody

1. Account Balance \$40,604.87
2. Discussion of better ways of handling donations especially when PAYEE wants money earmarked; STRIPE system (for online donations) allows for payee to add a note.

***COMMITTEE REPORTS – GARDENS***

1. PLANTS - Betty will pick up more PLANTS at next PVPLC plant sale on 11/28/15. Waiting for rain before any extensive new planting. Discussion as to whether HBFOP should help pay for a watering/irrigation system.
2. Discussion of how to protect gardens from being trampled by dogs/people. Suggestion was to NOT install a fence but instead use something natural such as rocks or bushes.
3. GARDEN EVENTS/OTHER -
  - a. Marion Wilson - Circle K will pay for plaque to go on rock. Dec 3rd will be Marion Wilson's 91st birthday.
  - b. HVS Sand Dune Restoration. Nothing new since last meeting. Suzanne Evan may be in town for next, December, meeting.
  - c. Jan B to schedule Brown dedication. Governor Brown is expected to attend

***COMMITTEE REPORTS - SOUTH PARK UPDATE (Jan B & Maureen)***

Maureen discussed that grand re-opening date not been set yet. Playground equipment fund raising efforts continue.

***COMMITTEE REPORTS - MEMBERSHIP***

Current membership count is 15; Betty wants to modify reports (Wufoo) to be useful/readable. ACTION ITEM: Betty will send Thank You letters to new members.

***COMMISSIONERS' REPORT - SPRING PET EVENT***

1. Ongoing discussion of the Spring Pet Event. Maureen says there are NO Parks & Recs events planned through March 2016. Recommend event be scheduled for mid-April.
2. In addition to what was discussed in October FOP meeting (and recorded in the minutes), Maureen said the City wants a table to promote Pet Registration and any new Pet Waste System.
3. Discussion of possible vendors/donor/sponsors. JY will maintain a list. Maureen will draft the letter to send. The FEES are yet to be determined.

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes November 19th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

***PRESENTATION/FURTHER PROJECTS – PET WASTE SYSTEMS***

1. Maureen said public works is looking for ways to improve Pet Waste systems that include finding ways to better educate/inform dog owners
2. Discussion of working with PVPLC on this issue because they have already done the research and recently created new signs, etc. Maureen's PVPLC contact is Siegrum Storer (who lives in HB)
3. Discussion of possible GRANTS available (to Parks and Rec) that might be applied to Pet Waste Systems.

***OTHER/OLD BUSINESS***

1. INSURANCE - Jan B & Jody L discussed quotes for Directors & Officers Insurance
2. JY reported that HB Chamber of Commerce does NOT rent tables/booths during the St. Patrick's Day parade.
3. PIP THANK YOU CARD FOLLOW-UP -- JY suggested that there be a just ONE HBFOP Card (and envelope) that can be used for any event by including a personalized/event-specific note and maybe by adding a sticker (e.g. pumpkin sticker for PIP). This should reduce the hassle and waste of creating different cards for each event.
4. HBAF 501c3 status problems -- Jan B reported that the HB Arts Foundation lost its 501c3 status. She discussed the problems that led to this and how HBFOP should be careful to avoid these problems. Some of problems included earmarks, lack of full disclosure and with not spending the collected funds. HBFOP Bookkeeper is Larry Borager.

***NEXT MEETING / ADJOURN***

1. Next Regular HB FOP Board meeting will be December 9, 2015, 6:30pm. Jan B announced that there will be a presentation of the design for the new HB Community Garden at December meeting.
2. VOTE TO ADJOURN 8pm PASSED

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes December 9th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

**CALL TO ORDER/INTRODUCTIONS:**

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

Guests *present*: Suzanne Evans, project manager for HVS Sand Dune Restoration Project.

**MINUTES:** MOTION to approve 11/19/15 Board meeting minutes PASSED 3-0

**ANNOUNCEMENTS:**

**TREASURER'S REPORT**

1. See attached Treasure Report from Jody (absent).
2. Treasurer report issues reported by Jan B: a) Received replacement Kiwanis check for \$500 for MIP (original check lost); b) Need to write \$349 check to Suzanne for reimbursement of non-plant items (a grant covers cost of plants ); c) Need checks to Betty: \$101 reimbursements for plants purchase at PVPLC and \$150 for 3 months X \$50/month work; e) \$50/month = \$35 for Wilson + \$15 Valley; d) Received a \$100 donation from Marion Wilson (the person) earmarked for the HVS Sand Dune project

**COMMITTEE REPORTS – PLANT AREAS/GARDENS**

1. PLANTS / PLANTING
  - a. Betty purchased plants at the monthly PVPLC plant sale (at White Point Nature Center) and planted them.
  - b. Continued (from prior meeting) discussion of preventing garden areas from being trampled. Rock border can be expensive; Jan B suggested planting bushes. Also when plants grow in there will less open space to trample.
  - c. Thank You to Anne Delke of PVPLC for plant donation.
  - d. Betty discussed how it has become more difficult to obtain specific CA Native Plants. PVPLC will supply them, but needs 6 months advance notice to grow them.
  - e. JY commented that the site of the PVPLC Native Plant Nursery is the Defense Fuel Support Point (DFSP) in San Pedro which is also site that provides storage for military fuel reserves. It is not open to the public, except by appointment.
2. WATERING
  - a. Follow-up discussion as to whether HBFOP should help pay for a watering/irrigation system.
  - b. Jan B says Chrissy Morris of HB City Planning will work with HBFOP on a grant to help fund a watering system
  - c. Betty says what is needed is close by water spigots so water does not need to hauled. Betty and other volunteers will still do the actual watering by hand.
3. HVS (Hermosa Valley School) Sand Dune Project – Suzanne Evans.
  - a. Suzanne discussed current status of project and preparations for the Second Phase of planting. Suzanne showed a map what is planned.



HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes December 9th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

- b. Watering is going OK. HVS students water at least once a week under supervision of teachers. HVS contacts are Jackie T., Tammy Health. Back-up watering is done by a Valley Park volunteer Group.
- c. Suzanne emphasized the goal is that this be an "anchor" project for the students/schools. Preference is that it be maintained by the students not by adult volunteers.
- d. Suzanne visits a few times a year from her home in Geneva, Switzerland. She is concerned that project is too reliant on her. There needs to be a LOCAL project leader to keep it going.

**COMMITTEE REPORTS - SOUTH PARK UPDATE**

- 1. Jan B reported that Maureen Lewis says Grand re-Opening is tentatively scheduled for Saturday, 1/23/16
- 2. Discussion of FOP having a presence, ie a table, at grand re-opening event. The purpose would include recruiting new FOP members and volunteers and donations.

**COMMISSIONERS' REPORT - SPRING PET EVENT**

- 1. REFER TO MAUREEN LEWIS E-MAILS WITH PET EVENT PLAN DETAIL & SAMPLE SPONSOR LETTER. Review & discussion of plans Marueen's plans. Highlights are listed below.
- 2. Tentative Date is Saturday, 4/16/16
- 3. **\*\*MOTION to add \$1000 "Topaz" Tier to those already listed in sponsorship plan. Approved 3-0**
- 4. Honor volunteers/contributors by asking them to be judges.
- 5. ACTION ITEM: Betty & Jan B will get sponsors letters out with invite to Pet Event
- 6. JY made a list of contacts from lists that she received from Jody & Maureen

**COMMITTEE REPORTS - MEMBERSHIP**

- 1. Current membership count is 15; Betty wants to modify reports (Wufoo) to be useful/readable. ACTION ITEM: Betty will send Thank You letters to new members.
- 2. Betty reported she has problems with WOFUU reporting systems.
- 3. The online membership sign-up system does not allow for more than 1 year at a time.
- 4. Review of first draft of Membership Renewal Letter written by Betty.
- 5. Suggestions/discussion regarding Increasing FOP Membership
  - a. Need especially ACTIVE members/volunteers to help FOP do the things it wants to do.
  - b. Have a presence at events (e.g. Pet Event, South Park opening, Tree Lighting)
  - c. Publicize FOP involvement in the events and FOP special meetings (see next). Publicize in local media, city newsletter and online.
  - d. Invite guest speakers on special topics to meetings to attract potential members/volunteers. For example, Community Garden.
  - e. Send Thank You and Membership Renewal letters.
  - f. Sponsor special recognition to honor community volunteers. For example, FOP founding member Julian Katz (maybe a judge at Pet Event)

**OTHER/OLD BUSINESS**

- 1. FOP will not be participating in the St. Patrick's Day parade.

HBFOP 2015 Minutes (JY)  
Hermosa Beach Friends of the Park  
Regular Board Meeting Minutes December 9th, 2015  
Location: HB Community Center, #9 Time: 6:30pm

***NEXT MEETING / ADJOURN***

1. Next Regular HB FOP Board meeting will be Wednesday, January 13th, 2016, 6:30pm.
2. VOTE TO ADJOURN 8:20pm PASSED

## Friends of the Park

### Treasurer's Report: December 9, 2015

**(1) GENERAL UPDATE:**

- i. FOP bank account **\$41,276.14**
- ii. Income to bank balance includes Online receipts (Wufoo) for 1 new membership contribution from Maureen Lewis (\$50.00) and 1 renewal for Janice Yates (\$25.00).
- iii. Donation check of \$450.00 from Dylan Lauzon was deposited and is included in above total.
- iv. Following expenses cleared: Ck #532 to Palos Verdes Peninsula Land Conservancy \$527.76 Pumpkins & delivery expense of \$400.00; and monthly fees for storage and webhosting.

**(2) ACTION NEEDED:**

Board needs to review the open items below and determine course of action:

#	Open Item	Action Requested	Decision
1	<b>Shakespeare by the Sea Donation</b> (see attached donation request form)	<ul style="list-style-type: none"> <li>Prior years \$1000.00 donation from Friends of the Park.</li> <li><b>ACTION: Are we going to donate? If yes, how much?</b></li> </ul>	
2	<b>D&amp;O Insurance</b>	<ul style="list-style-type: none"> <li>Requests for quotes have been initiated as directed by board.</li> <li><b>ACTION: President required to sign requests for formal estimate from new providers.</b></li> <li><b>Optional: Board to consider using former provider (new signatures not required)..</b></li> </ul>	
3	<b>Accounts Payable Expenses and Labor invoice to for native plant maintenance and materials for work in progress.</b>	<ul style="list-style-type: none"> <li>Betty Starr and Suzanne Evans to present for payment.</li> <li><b>ACTION: Need board approval.</b></li> </ul>	
4	<b>Web Strategy</b>	<ul style="list-style-type: none"> <li>Current configuration can only accept minor updates. Looking into other systems including similar to Murals.</li> <li><b>ACTION: Need a content management platform and further discussion of who and how we will update and maintain.</b></li> </ul>	
5		•	
6		•	
<b>Total:</b>		<b>\$41,276.14</b>	