



PO Box 3
 Whiskeytown, CA 96095
 530.945.6585

WES COMMUNITY
*An independent non-profit dedicated to
 supporting outdoor education at
 Whiskeytown Environmental School*

Meeting Notes
 WES Community Board
 Monday, December 11th 2017, 6:00 to 7:30pm
 at Shasta YMCA

Present: Melinda Kashuba, Edward Meyer, Kathy Hill, Stan Bridges, Ellen Petrick, Nathan Fairchild

Not Present:

	Discussion	Action Items
Enjoy food/ Call to order/Make Introductions	Meeting was called to order at 6:03pm	
Approve Minutes/Agenda additions and changes	Kathy made a motion to pass the October minutes, Edward seconded. Motion passed.	
SCOE Update	<p>Significant budget savings of funds for the running of programs last year and some money from the Kitchen Services budget has led to the ability to purchase a new steamer/oven combo. Additional funds are allowing a remodel project to take place in the admin offices. Remodel has begun with SCOE paying for the flooring materials and NPS will install. A new large TV/Monitor is being purchased for the meeting room. Teacher's room is next in line if funds are still available to do a limited remodel.</p> <p>WES is ready to spend the Chevron Funds and Kathy will work with Nathan to transfer the money so that it may be spent on needed supplies.</p> <p>Cassie and Nathan have done a revamp of the lessons and curriculum to bring them in line with new science standards/NGSS. Most of the staff for the Spring Semester is hired and many are new to the program. Still looking to hire 1 new employee form Spring day program.</p> <p>Nathan discussed that the next large item of need on the wish list is an on-demand water heater for the bath house, but the nature of the installation is not entirely understood and may require significant permissioning from NPS.</p>	

Board of Directors

Stan Bridges Kathy Hill Melinda Kashuba, PhD
 Edward Meyer

WES Liaisons - Cassie Simons
SCOE Liaison – Nathan Fairchild **WNRA Liaison** – Ellen Petrick
Special Projects - David Huscher

	<p>Discussion of getting a few bids from installers so all partners would have a better understanding of the nature of the project.</p> <p>Administrative Council at SCOE has approved that if the program can get 400 students to attend in the Fall they will authorize bringing back a Fall Semester to the WES program. Nathan has been in contact with new and different schools all over Northern California to gauge interest. Discussion ranged to fundraising for schools and it was stated that fall seems to be the most popular time for fundraising.</p>
WNRA Update	<p>No update on SHIPO application.</p> <p>WRNA Staff will be attending a regional conference in Ashland, OR next week and Ellen will be presenting on working in the Parks with at risk multi-age-group youth. WRNA currently works with Eagles Soar group that covers ages 5-18 of the area's at risk youth to introduce them to Parks.</p> <p>Seasonal positions are open in the Park and Ellen encouraged us to tell interested friends about the opening.</p> <p>Proposals for NPS funds are getting organized now for submission in January for funds to support programs and projects beginning in 2018. Ellen wrote a proposal for new AV equipment for the Oak Bottom Amphitheatre, which is in the process of being remodeled and updated.</p> <p>Unidescription App-All info from NPS basic park guides available on the app in spoken work form. Ellen provided the data for WRNA. App is designed for sight impaired and those with reading issues, as well as the general public.</p> <p>Old Time Holiday was held on Saturday 12/2/17 from 11:00am-3:00pm and 900 people attended. This was the 10th year for the event.</p>
Treasurers Report	<p>\$5,250.67 currently in account.</p> <p>\$7,032.00 will be deposited later in the month from funds raised on North State Giving Tuesday.</p>
On-going Business	
Recap Giving Tuesday	<p>Incentive pool: each non-profit was given a percentage of all the money earned based on their total earnings. The total funds raised by an organization were calculated against the total donations received for the day to determine a percentage. The same percentage was then applied to the amount available in the incentive pool and the organization was awarded the additional amount to boost their overall contributions. Incentive funds were provided by the Knodel Family Endowment Fund of Shasta Regional Community Foundation.</p> <p>Kathy will be attending the North State Giving Tuesday funds dispersal event at the Atrium on 12/19/17. May or may not have the check in hand by that time.</p> <p>Kathy sent individual email "Thank You" notes to the NSGT donors on the day of the fundraising. List of NSGT donors and their contact info was distributed and we split it up to send hand written notes to each donor. Edward made a motion to spend \$50-\$60 on purchasing/creating cards, envelopes, and postage for the sending of Thank You notes to NSGT donors and an end of the year update, Melinda seconded. Motion passed</p>

Review 2017		
2018 Budget Review	Tabled until next meeting. Board members will look over the draft budget and discuss any ideas next meeting.	
New Business		
SCOE-WES Community "Friends Agreement"	Discussion of the possible need for a formalized agreement between SCOE and WES similar to a Friends Agreement. In the early days of WES Community there was a verbal understanding between SCOE and WES Comm that as long as we did not utilize any SCOE equipment, personnel, funds, or supplies or act an agent of SCOE the group was OK to proceed in supporting the programs of WES. The group present at the meeting wondered if there is a formalized process that we need to undertake to officially solidify our relationship with SCOE. NPS felt more comfortable with us pursuing an Friends Agreement with them if we already had a standing agreement with SCOE. Nathan will look into it and has some examples on hand. Important to have some kind of an understanding in place during fundraising and public activities, etc...	
Discuss 2018 Fundraising/Grants	Tabled until next meeting.	
Goals for 2018	Tabled until next meeting.	
	Group discussion about thoughts regarding communication with our partners and the methods of organization for future working relationships. WES Community will do its best to remain independent while still working to preserve and uphold the existing relationships with and between our historic partners, including SCOE and NPS, while working towards fulfilling its mission.	
Year End Letter	Discussion of content for a possible year end/update letter to send out to friends and donors of WES Community. Seeking "sustainability" in the operation of the program and facility to try to create a self-sustaining situation.	
Meeting Adjourned	Adjourned at 8:04PM	

Next meeting at Shasta YMCA: 6:00pm January 22, 2017

or the 4th Monday of each Month