

El Cerrito Historical Society

Minutes of Board Meeting

December 8, 2022

Board Members present: David Weinstein, Tom Panas, Dianne Brenner

Others present: Ed Crowley joined towards the end of the meeting

Red type indicates "to do" items.

There was not a quorum present, so we proceeded with a discussion, not an official meeting.

1. Minutes of prior meeting: We skipped this.
2. Treasurer's Report: Interim Treasurer Tom Panas reported no revenue for the past month. Expenses were \$10, for supplies. The bank balance as of November 30 was \$20,590.89. Undesignated Assets total \$15,090.89, and Designated Assets total \$5,500.
3. Comments from Board (not on agenda):
 - a. Dave spoke at a showing of prints by designer Nick Brooks based on Matchbox Cover art from old El Cerrito businesses. He commented that the crowd was mostly younger, and it was a good opportunity for outreach.
 - b. We OK'd lending our projector to Trail Trekkers.
4. Public Comment: None
5. Old Business
 - a. John and Ed are still looking at how we might reduce our web hosting costs. Neither was present to report on this.
 - b. Dianne will ask John about the status of adjusting the layout of our brochures.
 - c. Dianne and Tom have met and will continue to do so to identify any needed copyrights for photos on the Society's website.
 - d. Dave mentioned that Nick Brooks, who is a website designer, could possibly help John with his work on our website.
 - e. Via email, Michael said he will soon have the letter we need to request a security certificate for our website.
 - f. Public open hours at the Shadi Room: Tom has agreed to try to be in the Shadi Room to welcome visitors between 4 and 5 pm on the 3rd Thursdays, beginning in January.
 - g. By-law change: Tom will draft language to add to by-laws that would allow board members to vote on an issue by email if there has already been a discussion of the issue at a previous meeting. He asked if we could have a special meeting on this question in two weeks. (by Dec. 22)
 - h. Pat Shaw has agreed to Tom serving as interim Treasurer. He will stand for election to that position at the annual meeting in January. Pat S. will run for election as an at-large member of the Board.

- i. Tom has been unable to buy a CD for the Society so far, as the bank requires a copy of the Articles of Incorporation. He has requested a copy from the Secretary of State.
 - j. Tom has made inquiries regarding the status of the Survey of Historical Sites in El Cerrito. The Architectural Historian from Michael Banks International, who was working with Tom on the historical context statement, says that when the opportunity arises they'll contact the city about resuming the project.
6. Events:
- a. There have been relatively few RSVPs for the annual meeting on January 29. We will publish another announcement about it in the next issue of Sparks, and also in the Forge if an issue is released before the meeting.
 - b. Martin Luther King Parade. Pat Durham has asked for the Historical Society to provide a speaker for this event on January 16, and Dave agreed to do it. We have also been asked to participate in the parade, with the Society's banner on at least one car. Dianne said she will. Pat D. has asked the organization to make a donation to the event, but we didn't have a quorum and could not vote on the request. By the date of our next meeting, the question will be moot. Members of the board are also encouraged to donate as individuals.
 - i. **We need to revive our existing policy of members of the Board annually reviewing and signing the conflict of interest policy.** If/when a Board member brings a request to the Board where they or another organization they are associated with might benefit, they may not be present for the discussion nor for the vote on it.
 - c. Sunset View tour: Tom reports this is scheduled for March 18, 2023. There is a capacity limit, requested by the cemetery.
7. Archiving, Research, Donations: Responding to a request, Dave has provided information regarding the history of Parchester Village which supported a piece KQED produced.
8. Sparks & Forge: The Forge is nearly ready to go the printer, for a final edition of 2022.
9. Adjourn.