



January 2024 CBTA Board Meeting Agenda

Jan 31st 2024 1:00pm - 3:00pm

- | | |
|---|---------------|
| 1. Opening and Call to Order - CBTA General Meeting | Paul Prescott |
|---|---------------|

1:00pm

- | | |
|---|---------------|
| 2. Approve Minutes of November 29, 2023 Board Meeting | Paul Prescott |
|---|---------------|

 [Minutes November 29 2023.pdf](#)

- a. Action Item: Sue to send Mike a list of Board members for park passes

- i. Done

3. Reports

- a. CAL Report

- b. Retail Report

Jacob Cole

 [VC Retail Review Nov Dec. 2023.pdf](#)

- i. Food Trailer Update

 [SSS survey.pdf](#)

- c. Treasurer's Report

Bob Boughton
Debbie McGee

 [July to December 2023](#)

- d. President's Report

Paul Prescott

4. Old Business

- a. There was an email Board authorization on 12/14 to purchase a laptop for Retail. Cost expected to be \$1,000.
- b. Retreat Followup
 - i. The nominating committee was chosen at the January retreat. Members will be Vida Kenk, chair; Bob Boughton and Sally Finch.
- c. Annual Donor Impact Report Assignment Reminder

5. New Business

6. Routine Reports (in writing unless moved to new/old business)

- a. **Membership/Donations Report** Sue Hoffmann

 [jan membership rpt.pdf](#)

- b. **TrackIt Forward** Sue Hoffmann

 [11 and 12 2023 track it forward.pdf](#)

- c. **Seminars and Events Report** Patty Haskell

 [Seminars and Events 1-24-24.pdf](#)

7. Discussion

8. Closing and Adjournment

9. Upcoming Dates for your calendar

- a. **February 14, 2024 - Bylaws Revision Committee - 1pm - Zoom**
- b. **February 28, 2024 - CBTA Board Meeting 1pm - Zoom**
- c. **March 6, 2024 - Seminar and Events Committee Meeting - 3pm Zoom**
- d. **March 13, 2024 - Possible visit to John Muir Library**

END
3:00pm



**CALAVERAS BIG TREES ASSOCIATION
BOARD OF DIRECTORS
Zoom Meeting
November 29, 2023
Draft Minutes**

Present: Paul Prescott, Vida Kenk, Bob Boughton, Patty Haskell, Betty Watson, Sally Finch, Peter Ralston, Jim Bearden
Staff: Jacob Cole, Sue Hoffmann, Debbie McGee
DPR/CAL: Mike Merritt
Guests: Martin Caxton, Linda Stack, Rod Smith

The meeting of the Board of Directors of Calaveras Big Trees Association was called to order at 1:02 p.m. by President Paul Prescott.

Minutes of the October 25, 2023, CBTA Board Meeting
[**MSC to approve Minutes of the October 25, 2023 CBTA Board Meeting.**](#)

REPORTS

CAL Report: Mike Merritt reported on the following:

Interpretive Master Plan: – Work continues.

Staffing: The Interp I position is still on hold. The Interp II position has closed and will be moving forward with interviews and the hiring process.

Jack Knight Hall Warming Hut: Mike is happy to support this. Karri is sending out a survey to docents to determine the interest level of volunteers.

Action Item: Sue to send Mike a list of Board members for park passes.

Funding Request: Mike is asking CBTA to possibly fund a subscription to Starlink. This will provide the PORTS program to have a wider and more reliable reach for the PORTS Program. The cost is approximately \$600 for startup and \$120/monthly service fee. This would be for internal use only, not for public use. This would not replace the current Wi-Fi access that the public has. Jacob would like access to it for the food trailer. Mike thought that CBTA might have access to it as well.

The DPR IT department is recommending this solution. Mike will research what other parks are doing with Starlink.

South Grove Burn is Postponed until next year.

Three Senses Trail: The trail itself is awesome. The bird sculptures are a big hit as are the paw prints, the dogwoods, and the benches. In reevaluating the program, some things are not working: birdhouses are falling apart; metal signs are falling off; signage needs fixing; and beacons don't work and have other problems. Also, the Storry app does not work.

DPR want to work on Phase Two to see how to make it better. Mike will make this an Interp II project. Staff will research and give reports to CBTA. It may require some funding from CBTA.

Retail Report- Jacob Cole: (Report submitted and attached): Jacob reported that October was good and did beat the budget. Net income is \$60,000 ahead. The good weather is helping keep sales up.

Food Trailer - Jacob Cole: Jacob reported that, as discussed at the retreat, many lessons were learned. Jacob reported that he and Mike have been working on developing a tribute picnic table program. People need a place to sit and eat. Jacob has been talking with Friends of Santa Cruz about their program. The park needs to provide a plan of picnic table usage: where and how are they laid out. The trailer is in storage for the winter.

Member/Docent Sale Report: Jacob Cole/Betty Watson: Betty was very happy with how the day went. It was a great social event and an opportunity to talk with visitors. Jacob wanted it known that any docents, or DPR staff that didn't get to the sale, may take advantage of the sale through Christmas.

Treasurer's Report/Finance Committee Report- (Reports submitted and attached):
[MSC to accept Treasurer's Report.](#)

President's Report-Paul Prescott: (Report submitted and attached)

OLD BUSINESS

1. **Approve 2024 Budget:**
[MSC to approve 2024 Budget](#)
2. **Engaging in Partnerships Training 2023,** Jacob reported that he had some good conversations with Kristan Robinson about concessions. He learned a lot about the concession process. Jacob enjoyed the talk by Kim Tucker who spoke about reaching people by generation and how marketing has changed dramatically with the digital influence.

Mike said after coming away from such a conference, he feels lucky to be working with CBTA. He made a presentation using the CBTA Annual Plan as an example and people were very interested.
3. **Jack Knight Hall Warming Hut Update:** Paul is working on it. To be considered: volunteers, maintenance, refreshments, and fireplace use.
4. **Annual Donor Impact Report Reminder: See attached assignment reminder.** Vida asked for suggestions for what the future holds for CBTA.

NEW BUSINESS

NONE

Committee Reports – Submitted to Minutes and attached hereto

1. **Membership/Financial Development: Sue Hoffmann**
2. **Finance Committee: Debbie McGee**
3. **Seminars/Events: Patty Haskell**
4. **Track It Forward: Sue Hoffmann**

The meeting adjourned at 2:06 pm

Respectfully submitted, Sue Hoffmann

A closed session was held for personnel matters.

[Upcoming Dates for the calendar](#)

- a. December 6, 2023 Bylaws Revision Committee - 1 pm
- b. December 9, 2023 - 50th Anniversary Planning Meeting 10 am-12 pm
- c. January 15, 2024 Board Retreat 10 am-1 pm- Zoom
- d. January 24, 2024, 1 pm Events and Seminar Meeting - Zoom
- e. January 31, 2023 – CBTA Board Meeting 1pm - Zoom

VC Retail Review: December 2023

Month Top Line Sales:

December 2023	December budget	% to budget
\$59,267	\$30,025	197%
YTD 23-24	YTD budget	% to budget
\$587,945	\$440,150	134%

Net Income (retail only):

December 2023	December budget	% to budget
\$11,017 (excluding donations)	\$690 (excluding donations)	1597%
YTD 23-24	YTD budget	% to budget
\$180,252 (excluding donations)	\$108,015 (excluding donations)	167%

Donations: (not included in sales or profit)

December 2023	December budget	% to budget
\$448	\$500	90%
YTD 2021-2022	YTD budget	% to budget
\$8,995	\$7,000	129%

The mild weather this winter has definitely increased visitation and therefor sales. November was about \$10k over budgeted sales, but December was way over budget by \$29k. We have never been this busy in December in our history. We should have had a flat month but we still generated over \$11k in net profit, so that is a nice surprise. July through December was over \$74k in net profit. Hopefully we can completely erase the deficit that we budgeted for.

Inventory adjustments are right about at budget and the biggest portion of that was the graphic totes that are given away with purchases of \$60 or more. Lots of them were used for gift bags and marketing opportunities as well.

Gross margin after COGS from July through December ended at 56.24% which was an improvement over last year when we heavily discounted November sales. Retail labor appears to have ended right at budget.

I believe 2024 could be the first year that CBTA surpasses \$1 million in sales. The calendar year 2023 was an impressive \$978k in sales and we have started this year already ahead of budget in January. If I can make or beat the food trailer budget, we should easily make achieve that.

Sequoia Snack Shack Survey Results

The results from the survey that Sue put out was a success! We had a total of 224 responses, so I think we have a pretty good sample. The information gathered will really help with the new menu creation. For those that did not see the survey, we offered a list of 8 items and 5 kid menu items with an option to write in a response and they could pick more than one item as well.

The results are as follows:

1. Sandwiches topped the list at 68%. Since this is a broad category, there is a little work to do to decide what cold vs. hot (or panini) sandwiches to offer.
2. Ice cream was second at 62%. We need to revive the summer sweetness into the trailer! Initial look into it seems simple. There are plenty of single serve options available from USFoods.
3. Salads came in third but was almost the same as ice cream at 61%. The people have spoken, so I must figure out salad options. Again, refrigeration space is the challenge but if I work closely with the market's produce manager, I can get almost daily orders of produce. SPECIAL NOTE: Sue and I agree that a wrap can hit both categories of sandwich and salad. TBD
4. Burgers were selected by 49%
5. French Fries got 47%

Comments listed in the write in option were loud and clear. Fresh fruit, hot dogs, and hummus with fresh veggies stood out the most.

Results for the kid items were surprising too.

1. Grilled cheese was first! I may even do an adult grilled cheese too.
2. Chicken nuggets. No surprise there.
3. PB&J

Comments included mostly requests for fresh fruit, PB, and maybe yogurt. I kind of feel like these were answered only by parents and adults though too. Is that what a kid would say? Either way, we need fresh fruits and veggies.

Question 4 asked about types of diets and Vegetarian options were requested 54% of the time, but Vegan only 17%. Gluten free only picked up 20% but an option for local specialties collected 61%.

Question 5 was very interesting. Motivating factors to buy lunch at the trailer had pricing at 78%. I had a feeling I priced to high, but second factor was high-quality ingredients at 70%. What surprised me was that only 55% said speed of service was important. Lower prices and fresher ingredients can be opposing factors, but it appears that is the magic recipe to the menu.

All this info will now help with selections of menu items and ingredients followed by the additional equipment needed, especially another refrigerator. Close coordination with the produce manager at the market will be key to achieve rapid replenishment. Comments also indicated a desire for more grab-n-go snacks like the small selection we have in the VC. When I think about how busy the VC gets, I can see why having it at the trailer might be better because visitors wouldn't have to wade through the crowd just for a snack.

To be continued...

Calaveras Big Trees Association
Financial Summary
July 1 to December 31, 2023

CBTA ended a short fiscal year on a positive note.

- Page 1* is the report for **ALL activity** (income and expense) for the 6 month period, including the Food Trailer.
- Page 2 is the breakout of the business minus the activity of the Food Trailer
- Page 3 is the summary of ONLY the Food Trailer activity
- Page 4 is the Balance Sheet at December 31, 2023. This shows the financial status of CBTA at the end of the 6 months. As you can see, the Cash on Hand (of the three El Dorado accounts) is \$187,990.43. This provides the funds to get through the traditionally quieter months of winter and cover operational expenses.

The Finance Committee did not meet this month as items were discussed at the Board Retreat on January 15th.

The committee will continue regular monthly meetings again in February.

* The numbers on page 2 added to the numbers on page 3, equal the grand totals on page 1.

Submitted by Debbie McGee, Bookkeeper, January 28, 2024



01/28/24

Calaveras Big Trees Assn
ALL - Income & Expense (includes Food Trailer)
July through December 2023

	Jul - Dec 23
Ordinary Income/Expense	
Income	
4000 · Donations-General Public	24,526.83
4050 · Indirect Public Support	1,974.58
4060 · Memorials & Tributes	1,796.75
4100 · Membership Dues	11,507.80
4300 · Program Income	1,020.00
4520 · Interest Income	161.28
4500 · Dividend Income	5,270.46
4505 · Capital Gains Distributions	284.74
4510 · Unrealized Gain/(Loss)	14,432.82
4605 · Raffle Ticket Sales	182.00
4660 · Food Trailer Sales	9,184.07
4400 · Rpro Sales	
4440 · Visitor Center	587,884.48
4430 · Shipping Revenue	60.15
Total 4400 · Rpro Sales	587,944.63
Total Income	658,285.96
Cost of Goods Sold	
5000 · Resale Visitor Center	
5010 · Cash over/short	-74.31
5040 · Purchase Discounts	-1,168.87
5050 · Inventory Purchases	263,278.12
5060 · Freight In	7,690.12
5070 · Inventory Adjustments	8,237.61
5080 · Damaged Goods	653.82
Total 5000 · Resale Visitor Center	278,616.49
Total COGS	278,616.49
Gross Profit	379,669.47
Expense	
6000 · Salaries & Wages	157,132.20
6010 · Payroll Taxes (Employer)	12,020.62
6020 · Workers Comp Insurance	4,453.00
6030 · Insurance	8,347.94
6100 · Office Supplies	1,596.32
6120 · Program Supplies	15,101.31
6130 · Advertising & Promotion	2,336.62
6140 · Retail Supplies	7,641.57
6141 · Food Costs	8,287.48
6149 · Truck Expense	1,120.77
6200 · Hospitality	587.06
6300 · In-House Printing Supplies	774.37
6350 · Outside Printing Services	177.98
6400 · Dues & Fees	8,461.23
6410 · Telephone & Website	1,132.78
6420 · Postage & Shipping	670.13
6430 · Bank Charges	24,333.68
6440 · Software & Computer Support	1,418.82
6450 · Facilities & Equipment Maint	12,121.93
6500 · Outside Contract Services	19,688.70
6460 · Minor Equipment	1,186.31
6550 · Payments to Affiliates (DPR)	45,000.00
6700 · Scholarships	6,000.00
6710 · Donations to Organizations	425.99
6050 · Staff Development/Travel Mtgs	1,678.45
6060 · Travel & Mtgs, Board Trainings	506.50
Total Expense	342,201.76
Net Ordinary Income	37,467.71
Net Income	37,467.71



Calaveras Big Trees Assn
Income & Expenses (minus Food Trailer)
 July through December 2023

	Jul - Dec 23
Ordinary Income/Expense	
Income	
4000 · Donations-General Public	24,526.83
4050 · Indirect Public Support	1,974.58
4060 · Memorials & Tributes	1,796.75
4100 · Membership Dues	11,507.80
4300 · Program Income	1,020.00
4520 · Interest Income	161.28
4500 · Dividend Income	5,270.46
4505 · Capital Gains Distributions	284.74
4510 · Unrealized Gain/(Loss)	14,432.82
4605 · Raffle Ticket Sales	182.00
4400 · Rpro Sales	
4440 · Visitor Center	587,884.48
4430 · Shipping Revenue	60.15
Total 4400 · Rpro Sales	587,944.63
Total Income	649,101.89
Cost of Goods Sold	
5000 · Resale Visitor Center	
5010 · Cash over/short	-74.31
5040 · Purchase Discounts	-1,168.87
5050 · Inventory Purchases	263,278.12
5060 · Freight In	7,690.12
5070 · Inventory Adjustments	8,237.61
5080 · Damaged Goods	653.82
Total 5000 · Resale Visitor Center	278,616.49
Total COGS	278,616.49
Gross Profit	370,485.40
Expense	
6000 · Salaries & Wages	148,037.70
6010 · Payroll Taxes (Employer)	11,324.89
6020 · Workers Comp Insurance	3,559.27
6030 · Insurance	8,041.94
6100 · Office Supplies	1,596.32
6120 · Program Supplies	15,101.31
6130 · Advertising & Promotion	2,336.62
6140 · Retail Supplies	1,132.54
6149 · Truck Expense	1,120.77
6200 · Hospitality	587.06
6300 · In-House Printing Supplies	774.37
6350 · Outside Printing Services	177.98
6400 · Dues & Fees	8,461.23
6410 · Telephone & Website	1,132.78
6420 · Postage & Shipping	670.13
6430 · Bank Charges	24,093.73
6440 · Software & Computer Support	1,418.82
6450 · Facilities & Equipment Maint	12,121.93
6500 · Outside Contract Services	18,912.24
6460 · Minor Equipment	1,186.31
6550 · Payments to Affiliates (DPR)	45,000.00
6700 · Scholarships	6,000.00
6710 · Donations to Organizations	425.99
6050 · Staff Development/Travel Mtgs	1,678.45
6060 · Travel & Mtgs, Board Trainings	506.50
Total Expense	315,398.88
Net Ordinary Income	55,086.52
Net Income	55,086.52

01/28/24

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Calaveras Big Trees Assn
Food Trailer
July through December 2023

	Jul - Dec 23
Ordinary Income/Expense	
Income	
4660 · Food Trailer Sales	9,184.07
Total Income	9,184.07
Gross Profit	9,184.07
Expense	
6000 · Salaries & Wages	9,094.50
6010 · Payroll Taxes (Employer)	695.73
6020 · Workers Comp Insurance	893.73
6030 · Insurance	306.00
6140 · Retail Supplies	6,509.03
6141 · Food Costs	8,287.48
6430 · Bank Charges	239.95
6500 · Outside Contract Services	776.46
Total Expense	26,802.88
Net Ordinary Income	-17,618.81
Net Income	-17,618.81

01/28/24

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Calaveras Big Trees Assn
Balance Sheet
 As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1010 · EL DORADO - operating	100,164.43
1011 · 2-EL DORADO - merchant	82,323.20
1013 · 3-EL DORADO - debit card	5,502.80
1210 · Commonwealth FN - Investments	
1211 · General Fund	191,392.51
1212 · Daly Ralston Intern Fund	94,541.77
1213 · Hewitt Memorial ScholarshipFund	69,699.53
Total 1210 · Commonwealth FN - Investments	355,633.81
1410 · Petty Cash	100.00
Total Checking/Savings	543,724.24
Other Current Assets	
1400 · Inventory	216,938.00
1420 · VC Change Fund	3,952.00
1440 · Prepaid Expenses	6,468.77
1450 · Prepaid Postage & Bulk Mail	1,195.36
Total Other Current Assets	228,554.13
Total Current Assets	772,278.37
Fixed Assets	
1500 · Equipment	
1510 · Equip. Accumulated Depreciation	-16,349.00
1500 · Equipment - Other	23,319.11
Total 1500 · Equipment	6,970.11
1515 · Food Trailer	63,581.29
1516 · 2016 Ford F150 Pickup	1,421.27
Total Fixed Assets	71,972.67
TOTAL ASSETS	844,251.04
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	14,119.69
Total Accounts Payable	14,119.69
Other Current Liabilities	
2110 · Salaries Payable	6,360.50
2120 · PTO Payable	3,892.08
Total Other Current Liabilities	10,252.58
Total Current Liabilities	24,372.27
Total Liabilities	24,372.27
Equity	
3900 · Net Assets w/o Donor Restricts	572,110.29
3910 · Net Assets w/Donor Restrictions	210,300.77
Net Income	37,467.71
Total Equity	819,878.77
TOTAL LIABILITIES & EQUITY	844,251.04

Cash on hand

187,990.43

President's Report

January 29, 2024

Much has happened since we met last November. Most of activities can be labeled “exceeded expectations.”

The Warming Hall

I had asked Sue in November to order a modest amount of apple cider and hot chocolate for the four days. We ran out of supplies on the first day. Jacob, bless his heart, bought out Big Trees Market, which got us through Wednesday; then he bought out Save Mart in Angels Camp to get us through Thursday; he bought out Safeway in Sonora, which got us through about 1 pm on Friday.

Over all, we had close to 3,000 visitors, which certainly exceeded expectations. As the saying goes, “a good time was had by all”. We were especially fortunate to have access to the Warming Hut to gather its wood, which kept us warm all four days. Weather cooperated nicely, with no snow or rain on our parade. We had a great turnout from docents, including several who had never done Warming Hut before, and thought this was a great idea.

Quite a few persons asked about the Warming Hut, and I gave back the nebulous answer DPR expects. In my opinion the Warming Hut will likely be demolished within the next 5 – 10 years: it will cost DPR too much to meet the requirements, and their “budget” is already full of things that Sacramento is slow to approve. Just my thoughts.

Visitor Center

See Jacob's and Debbie's reports. We exceeded expectations financially, thanks to good weather and our excellent staff. We talked about maybe revising the 2024 budget at the retreat. That's good news after a couple of really tough years. The optimist in me says we should plan on more income and spend it on the park and on our people (who deserve raises); the practical part of me says, “wait and see.” For now, I remain an optimist for the next two months.

Our Retreat

I am truly grateful to all who were able to devote a couple of hours to talk. We have progress on bylaw revision, we established the Nominating Committee, and we heard about the food trailer. About that last, there are many imponderables: much could go wrong. Then again, there is much that could go right. Anticipation is so much fun, isn't it?

Thanks for all of you and all that you do for CBTA and the Park.

Paul



Membership + Fund Development Report

November and December 2023

CBTA Members-thru December 2023	460	Joined in VC	14
(includes Life Members)		Other - online & checks	50
CBTA Members-thru December2022	522		
CBTA Members-thru December2021	581		

Monthly Donations from Donor Perfect-November - December 2023

GL Code	Donors	Total Given
2023 Giving Tuesday	10	\$1,255.25
2023 Year End Campaign	4	\$515.00
General Donation	19	\$3,259.20
Membership Dues	64	\$6,869.60
Memorials	1	\$257.50
Monthly Giving	2	\$60.00
Tribute	2	\$178.75
Tribute Picnic Table	1	\$3,000.00
Total	103	\$15,395.30

Monthly Donations from Donor Perfect -November - December 2022

GL Code	Donors	Total Given
2022 Giving Tuesday	21	\$2,989.35
2022 Year End Campaign	6	\$772.50
General Donation	16	\$4,201.00
Membership dues	56	\$2,987.20
Indirect Donation	1	\$32.49
Monthly Giving	2	\$41.20
Tribute	5	\$576.60
Total	107	\$11,600.34

Public Donations November - December2023 (not entered into Donor Perfect)

Retail Donations	\$975.02
Trail Guide Donation Box	\$802.45
Lobby Coffee	\$305.80
Bear Raffle	\$172.00
Warming Hall	\$1,256.76
Total	\$3,512.03

Public Donations November - December 2022 (not entered into Donor Perfect)

Retail Donations	\$1,181.70
Trail Guide Donation Box	\$35.20
Coffee in the Lobby	\$245.85
Quilt Raffle #2	\$433.00
Total	\$1,895.75
November - December 2023	\$176,500.57
Total	

Donations from Donor Perfect-Year to date (July 2023 - December 2023)			
	GL Code	Donors	Total Given
	2023 Giving Tuesday	10	\$1,255.25
	2023 Year End Campaign	4	\$515.00
	General Donation	29	\$5,886.17
	Indirect Donations	6	\$520.33
	Membership Dues	128	\$11,467.80
	Memorials	2	\$1,257.50
	Monthly Giving	6	\$180.00
	Tributes	3	281.75
	Tribute Picnic Table	1	\$3,000.00
	YTD Total	189	\$24,363.80
Donations from Donor Perfect-YTD (July 2022 - December 2022)			
	GL Code	Donors	Total Given
	2022 Giving Tuesday	21	\$2,989.35
	End of Year Campaign	6	\$772.50
	Employer Match	1	\$30.00
	General Donation	46	\$6,825.50
	Indirect Donations	1	\$255.00
	Membership Dues	146	\$9,476.20
	Memorials	2	\$1,103.00
	Monthly Giving	1	\$123.60
	Tributes	8	\$1,291.10
	GRAND TOTALS		\$22,866.25
Public Donations ytd (July 2023-November - December 2023)(not entered into Donor Perfect)			
	Retail Donations		\$8,897.64
	Trail Guide Donation Box		\$3,439.00
	Lobby Coffee		\$617.15
	Bear Raffle		\$172.00
	Quilt Raffle #1		\$1,512.00
	Quilt Raffle #2		\$1,515.00
	GRAND TOTAL		\$16,152.79
	2023 YTD Grand Total		\$40,516.59
Public Donations ytd (July 2022 - December2022)(not entered into Donor Perfect)			
	Retail Donations		\$7,447.85
	Trail Guide Donation Box		\$2,654.48
	Lobby Coffee		\$684.76
	Quilt Raffle #1		\$1,512.00
	Quilt Raffle #2		\$433.00
	GRAND TOTAL		\$12,732.09
	2022 YTD Grand Total		\$35,598.34

November - December Constant Contact Emails sent -			
11/10/2023	Member Sale Reminder	74% open	362 sent
11/21/2023	2023 Giving Tuesday	64% open	2019 sent
12/20/2023	Happy Holidays	59% open	2027 sent
12/26/2023	2023 year End Challenge	58% open	2018 sent
Website	November - December	5034 views	
Facebook	November - December	# of Posts 25	People reached 7,100
Instagram	November - December	# of Posts 6	People reached 1,400

Track it Forward - Board Hours November-December 2023					
	<u>Hour Log Activity</u>	<u>Hours</u>			
	50th Anniversary Planning	2			
	Board Development	4			
	Board Meeting	18.5			
	CBTA Business	0			
	Committee Work	0			
	DPR Meetings	0			
	Dogwood Festival	0			
	Donor Impact Report	0			
	Email & Phone Calls	0			
	Event Preparation	4			
	Events - misc	3			
	Finance Committee	0			
	Forest Resilience	0			
	Meeting Preparation	6.5			
	Miscellaneous	0			
	Other Meetings	3			
	Project Development	0			
	Scholarship Committee	0			
	Seminars & Events	3.5			
	Staff Relations	0			
	Strategic Planning	0			
	<u>Webinars/Seminars</u>	<u>0</u>			
	Total Hours	44.5			

Seminars and Events

Minutes

JANUARY 24, 2024

Attendees- Patty Haskell, Sue Hoffman, Jim and Joan Allday, Sally Finch, Betty Watson, Paul Prescott, Vida Kenk, Jacob Cole

Seminar Update- 2024

1- April 20th- 10-12:00- Confirmed- Modern Day Bird Watching- by Bruce McClennehan- Bruce will do a brief presentation on bird watching and explaining the different apps. He then will take the group out bird watching. I need to do a permit. Classroom reserved

2- May 4, - 10:00-3:00- John Muir Laws- classroom reserved- permit done. \$1200.00 cost and lodging for 2 nights. Steve Lauterbach agreed to 2 nights for John Muir Laws for \$112.00 in his cabin, it is reserved. Discussed set up for the session with Jack and he thought one session outside with a break would be good. He said that 40 people could be the cap. Agreed to charge \$50.00 a person. In case of bad weather or rain, we will be in the classroom. Sue will work on flyer and send it to Jack for approval. Save the date information will be sent out soon and registration start in March.(?)

3- May 11th- 10:00-12:00- Astronomy by Dave Stanley and Jerry Sifferman- confirmed. Patty will confirm the title. I need to do a permit. Patty is out of town, so Sally will cover on that day.

4- May 30, 31, June 6&7, 20 &21, 27&28, 2024- California Naturalist Course- Patty attended training in October. Speakers have been contacted. Room reserved and permit done. Registration has started, 12 people signed up already.

5- June 8th- 10-11 IN CAMPFIRE CENTER Wild Things - \$500.00 permit done, confirmed. Patty is out of town, so Sally will cover that day. We will need a check that day.

6- July 27th - 10-12:00- confirmed Michael Wurtz- John Muir and the Big Trees- Need to and get permit and confirm title. Patty will be out of town and Sally will cover.

7- August 17 - Salvadore Manna- To the Land of Promise- The California Gold Rush - Author- confirmed - \$200.00 fee - will need a check that day. Excited about coming. Need to do permit and confirm title. Jacob will order books when he gets title.

- Mi-Wuk Indians- Adam Lewis- he did say he would like to do another presentation- He is not available.

- Julia Costello- Author and Archeologist who does local digs- Joan Alday will try to contact and see if we can get a presentation in Sept or Oct.

- Anthony Ambrose and Wendy Baxter- Giant Sequoia research- They felt they would have better information next year.
- Discussed John Muir Library visit- Patty will contact and see if March 13th works for a visit. He prefers a date between March 11-16. Need to determine the best day. Last year it was at 10:00. Sue has a flyer she used last year.
- Sue will work on postcards like we did last year. She needs titles and information - Patty will get that to her.

Patty will also contact the new Interpreter 2 person (when hired) and discuss with her/him any ideas about seminars.

Events Minutes

1. Dogwood Festival - May 11th- CANCELLED
2. Parks week- June 12-16th. Teddie reported that they are starting the planning now and will let us know how we can help.
3. Birthday Celebration- June 24
4. Discovery Day- July 13- We hope to work collaboratively with the Park. Joan will reach out to Karri and Lillie and tell them that she would like to help.
5. Steam Days- August 3&4
6. Celebrate Teachers- August 10
7. 50th anniversary of CBTA celebration update- Sue, Vida, Betty, Joan, Sally, and Jeff Price on the committee. September 28th. More updates later.

Other events for this year- Agreed that 50th anniversary and collaborative Discovery Days were enough.

Patty will contact the new Interpret staff and clarify what help they need on these events. Patty reminded Park staff if they need any help on these events, to let us know. She also thanked the park staff for their flexibility and collaborative efforts.

NEXT MEETING- March 6th at 3:00 so Lillie can make it.