

Minutes of November 19, 2018 Board Meeting
Claremont Hotel, Berkeley Room

Present: Carolyn Burgess
Ken Cohen
Steve Hanson
Chris Johnson
Dave McGuinness
Sue Piper
Elizabeth Stage

Excused: Edgar Antonio
Julie Nachtway

Guest: Gordon Piper

Meeting was called to order at 7:05 pm

1. **Minutes of October 15, 2018** were approved as mailed.
2. **Treasurer's Report**—Treasurer Dave McGuinness reported we received \$1331 in donations for a total income of \$12,056.
3. **Communications Committee**
 - a. **Fund Raising Letter**—Chris Johnson will take the lead in ensuring that the fund raising letter goes out before our December meeting. The first priority will be to those who have donated previously. Board members will be asked to hand write a thank you on their share of these letters. The 2018 Fund Raising letter, remit envelope and Welcome Post Card will be bundled and sent to the geographic mailing list of residents who live within the confines of NHCA. Secretary Sue Piper will coordinate written acknowledgements of donations, once she receives a wording template from the Communications Committee. The template will meet the IRS acknowledgement requirements. Treasurer Dave McGuinness will provide Sue with a spread sheet with donor information that she can work from.
 - b. **NHCA Website**—Chris Johnson continues to vet potential website designers to assist us in revamping the NHCA website. Our goal is to have a website that is engaging, easy to use and easy for NHCA Board

members to adjust as needed. Chris will provide a recommendation at our next board meeting in January.

- c. **Resolution in Support of a regional wildfire prevention district**—the Board approved the following resolution in collaboration with the Claremont Canyon Conservancy and the Oakland Firesafe Council:

We support the idea of a regional wildfire prevention management agency for Alameda and Contra Costa counties. Such an agency with jurisdiction over both public and private land would be adequately funded and staffed with a science-based plan of action and the authority to implement the plan.
- d. **City of Oakland Vegetation Management Plan**—Steven Hanson, Carolyn Burgess and Sue Piper attended the first of the latest public meetings on the status of the draft Vegetation Management Plan, and will attend the second meeting on November 20. They, along with the other members of the public who attended the first session were disappointed that the presentation did not reflect any of the input given by the public four or more months ago. The Board approved NHCA President Steven Hanson drafting a letter following the November 20 meeting stating its disappointment in the lack of progress and providing recommendations on what should be included to satisfy our expectations. Copies of the letter will be sent to the Board for approval before sending on to the City Council or being made public.
- e. **Set Up Google Calendar for Board Members**—Ken Cohen shared a desire to know which public meetings NHCA board members attend in their official capacity so that other board members could participate. Sue Piper will establish a shared calendar. Board members are asked to send her a list of those public meetings that members monitor in their official capacity as NHCA board members, along with their scheduled meeting dates, times and locations. She will present a draft at the January Board meeting.

4. Public Safety Committee

- a. **February Public Safety Committee Meeting**—With the cancellation of the November special Public Safety Committee meeting on the PG&E Shut Off due to the wildfires in Butte County, the Board agreed to focus the regularly scheduled meeting in February on the City of Oakland's Emergency Management Plans, which should provide more insight on how the City works with other agencies during earthquakes, wildfires, and emergency outages. This should provide answers to many of the questions that were posed in anticipation of the cancelled November meeting.

5. **Garden Committee**

- a. **Resource Garden Proposal**—Gordon Piper explained that after submitting a proposal to extend the Gateway Garden to a resource garden in the meadow across the street, the City’s Real Estate Division denied our request. He came up with an alternative location for the maintenance pathway that was to be constructed by Eagle Scouts. He contacted CalTrans, which has said it will renew NHCA’s permit for the Firestorm Memorial Garden and will include the new pathway. Gordon is in the process of completing the paperwork in the hope that the Eagle Scout candidates can do the work over the holiday break at the new location.
 - b. **Garden Committee Recruitment**—The Board approved the draft job description (see attached.) Chris Johnson noted that the Garden Committee should be a standing committee, and that our Bylaws should reflect this. He will provide recommendations for changes to the Bylaws at our January meeting so that we can meet the requirements for a vote by the members at the Annual Meeting in March.
 - c. **Diablo Firesafe Council Grant**—Gordon Piper reported that the Diablo Firesafe Council approved our request for a \$5,000 matching grant to remove French Broom on 4.5 acres below Kaiser School. We are waiting for the Diablo Firesafe Council to complete its process and anticipate funds will become available in the new year. Meanwhile, he led two successful workdays—on November 3 with 35 UC Students from the Berkeley Project, and on November 18 with more than 100 volunteers from the World Mission Society Church of God of Hayward. Together they have cleared more than 1/3 of the 4.5 acres. Their volunteer hours serve as the match for the grant.
6. **December 17 Holiday Party**—In lieu of a December Board meeting, we will meet for a pot luck holiday celebration on December 17, 2018 at 6 pm at Carolyn Burgess’ home, 1967 Tunnel Road, Berkeley 94705
7. Meeting Adjourned at 8:39 pm.