



Promoting Wildfire Safety Through Education and Action

**Santa Barbara County Fire Safe Council
Executive Committee Meeting
May 1st, 2024**

Executive Committee Directors Present: Rob Hazard, Paul Van Leer, Kevin Varga

Executive Committee Directors Absent: Nic Elmquist

Others Present: A. Parkinson, C. Harris, S. Edner, P. Seymour,

1. Accounting Bootcamp Review

- a. Anne-Marie reviews the information at the accounting class she attended.
 - i. Nonprofits with revenue above 2 million are required to get an audit
 - ii. Net assets should be broken down into two different sheets with one showing donor restrictions and the other showing without donor restrictions
 - iii. If the FSC ever has items donated to the org (even for temporary use) an acknowledgment letter needs to be written
 - iv. Any time FSC staff spends time discussing membership or working on membership program related tasks it needs to be recorded as "fundraising"
 - v. If the FSC receives a service it needs to be recorded
 - vi. The FSC should create a more formal procedure for the receipt of checks.
 1. The AOP will sign and date a form verifying the receipt of each check. The ED will sign and date the form once the check has been passed over to them.
 - vii. The FSC needs to create a capitalization threshold policy.
 - viii. Time spent managing a grant should be recorded as admin management rather than program work

2. Wildfire Care Network (WCN)

- a. Director Seymour received a call from the WCN in regards to bird nesting and the FSC's chipping program.
 - i. The EC discusses the potential to have a formal conversation with the WCN to gain more detail on birds, their nesting seasons, and how the FSC could help provide information on these items to the communities.
 - ii. There is the possibility that the FSC can provide informative material to Firewise communities and homeowners participating in the chipping program in regards to nesting birds.



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1. Make home owners aware of nesting birds and let them know not to touch or move the nests.
 2. The SB Audubon Society has a good pamphlet on nesting birds.
 - iii. Director Seymour will report back to the EC once he hears more from the WCN.
 - b. The EC discusses the potential to have the WCN present on nesting birds at a future BOD meeting prior to the start of 'defensible space season'. The WCN could cover precautions community members might take when doing their defensible space work. The FSC could then record the presentation and save it for future use.
- 3. CalFire Funding**
- a. The FSC received word from Fred Tan that CalFire is reducing award amounts for the upcoming grant cycle.
 - b. If the FSC receives a much smaller award amount than in years previous it will cause problems with the current budget.
 - i. Specifically some of the staff salaries have traditionally been budgeted from CalFire grants.
 1. If the grant award is much smaller than AMP would need to re-allocate funds from a different grant to the budget for staff salary.
 - c. Ultimately all grants will change or even go away throughout the years. This emphasizes the need for the FSC to look towards other ways of funding should the organization continue to grow and succeed at its current pace.

General Notes:

- AMP and C. Harris are attending the Chaparral Symposium at Cal Poly SLO next week on the 7th & 8th. They will not be in attendance at the next EC meeting.

Motions: [none]

Minutes Submitted Respectfully: Charles Harris