

**MINUTES OF THE WESTPORT VILLAGE SOCIETY
BOARD OF DIRECTORS QUARTERLY REGULAR MEETING
WEDNESDAY, JULY 23, 2025 @ 6:30 P.M. Westport Community Center**

1. Call to Order: - Establish Board Quorum /Agenda

Mr. Thad Van Bueren, President/Chairman welcomed all attendees and called the Meeting to order at 6:37 p.m. in the Westport Community Center. (A ZOOM videoconference link was included for invitees). Notice to Directors included preliminary Meeting agenda, supporting financial documents, and draft minutes of the Regular Quarterly Meeting April 23, 2025.

Quorum established with Board Members present at the inception of the Meeting in person unless otherwise noted: **Mr. Bill Knapp, Mr. Thad Van Bueren, Mr. Beck Regalia, Mr. Robert Finnell**, Ms. Tabitha Korhummel and Ms. Dorine Real were unable to attend. Members of the public/Members attending at the inception of the Meeting: Ms. Maddie McKenney.

Mr. Van Bueren chaired the Meeting and Mr. Finnell (Secretary) recorded the Minutes of the Meeting. The Board reviewed the preliminary agenda. The Board then moved forward with the presented agenda.

2. Public Input: Mr. Van Bueren welcomed all guests and invited input. Ms. Maddie McKenney, provided input on a possible plan in the area for Native American museum. Ms. Winslow noted she would endeavor to speak to Erin Detrick, about possible candidacy for the Westport Community Center property as such a museum of artifacts.

3. Administrative Items (6.45 p.m.)

A. Secretary's Report.

Review and Approval of Prior Meeting Minutes – Mr. Finnell presented the process to approve the draft WVS Board Meeting minutes of April 23, 2025. Upon motion duly made (Finnell) and seconded (Winslow), the Board unanimously approved the Regular Meeting of April 23, 2025 Board Meeting Minutes as previously presented and posted to the WVS website in draft form. Mr. Knapp noted that the prior late filing fine from the County had recently been issued and that such matter is now closed.

B. Executive Committee Update (7:09 p.m.)

Mr. Van Bueren noted as Chairman of the WVS Executive Committee, that with respect to the Director Election process scheduled for the 2025 WVS Annual Meeting (Friday, October 3, 2025), election preparations will be undertaken, noting there are two open Director terms upon for election. An article will be posted in the August 2025 Westport Wave publication call for interest from the Westport Area Community to submit an application by August 25, 2025. For notice of the 2025 Annual Meeting, WVS will rely on its most current email list and expects to issue approximately 250 notices/applications for membership renewal, noting that there will likely be difficulties with current postal mailing addresses due to the recent withdrawal of the Westport USPS post box station by the USPS. Mr. Knapp volunteered to manage the 2025 Annual Meeting ZOOM process and Mr. Van Bueren volunteered to manage the USPS mailing process. Mr. Finnell volunteered to issue a memorandum to the Board of Directors on July 24, 2025 regarding the Bylaw and Voting Rules process and its status. Mr. Van Bueren noted that the WVS Board Manual updates and proposed redline revisions are not yet complete and there would be goal to have such draft redlines issued to the full Board of Directors for approval at the next Regular Board Meeting scheduled for October 22, 2025. Additional questions were asked and answered regarding the WVS Board Manual process. Headlands Event Permit. After discussion with questions asked and answered, upon motion duly made (Winslow) and seconded (Finnell) the Board resolved and approved the proposed draft application/policy for Westport Headlands Events. Mr. Van Bueren noted for the proposed September 13, 2025 wedding event (approved application of Wilcox family, a dedicated WVS director is still required to take responsibility for event oversight.

4. Treasurer's and Finance Committee Reports (7:30 p.m.)

Mr. Knapp provided an overview of the process to appoint a new Treasurer at the next Regular Board Meeting (October 22, 2025), noting that Director Sheila Winslow is a candidate for WVS Treasurer and the process to update the WVS bank accounts would then be promptly undertaken.

Mr. Knapp (Treasurer) presented four standard Financial Reports noting the reports show WVS as financially healthy. The Board accepted the reports and the 2025 Annual Financial Report (corrected version) as presented. Questions were asked and answered. It was noted that such WVS are not posted to the public WVS website. Mr. Van Bueren noted that henceforward all interest income would be deposited and accounted to the General Fund, which includes allocations for government fees, insurance, mailing fees and professional services. Mr. Van Bueren reiterated that the Treasurer has authority to approve expenses up to each line item budgeted amount. Mr. Knapp recognized Mr. Van Bueren's continued and valued solo work associated with the DeHaven property owned by WVS. The approval strategy for the 2025-2026 fiscal year WVS budget was discussed, with a notation that amendments would be discussed/approved as applicable at the October 22, 2025 WVS Regular Board Meeting. Mr. Knapp noted that the goal is to approve the IRS Form 990-N filing at the October 22, 2025 WVS Regular Board Meeting.

5. Events and Communications Committee Report

Mr. Van Bueren noted he was interested in stepping aside from the various WVBS communications processes and that the WVS is in need of new talent from the WVS membership for WVS website management and the Westport Wave as planning process with possible future retirement of Mr. Steve Brigham from the Westport Wave editor role. Questions were asked and answered regarding the process of printing and distribution of paper copies of the Westport Wave. It was noted that two WVS Headlands events were currently scheduled and approved: Westport Volunteer Fireman's BBQ on Saturday, August 16, 2025 and; the Fox/Wilcox wedding event scheduled for September 13, 2025.

6. Maintenance and Community Garden Committee Report

Mr. Regalia he had completed placing the rescued redwood pedestrian beam back on the concrete blocks. Mr. Finnell noted that the WVS Headlands signage at the North boundary (Omega Street) experienced dry rot and the vertical support posts collapsed. It was noted that it is likely that the bridge platform and viewing platform has or may have the same dry conditions that the Westport Headlands stairs experienced. Mr. Van Bueren noted that the DeHaven project now has its fourth Grant Manager, who WVS knows from prior interactions.

7. Public Access Projects

Mr. Van Bueren noted that he had recently met with Louisa Morris of State Coastal Conservancy (prior Mendocino Land Trust) and there is an expectation that the DeHaven Project will be on the SCC consent calendar for approval during September 2025, which includes the permit for the reduced size vehicle parking lot. It was noted that Caltrans built the parking lot at Westport Union Landing State Beach. The DeHaven work would all involve preferably local contractors, with WVS oversight. Mr. Van Bueren noted that the SCC has been informed of the WVS concerns of the DeHaven parking lot and specifically the proposed ban on all overnight parking in such DeHaven parking lot. Update and status of the Blue Beach area slide area remediation was discussed and Mr. Regalia noted there are no firm updates yet from Caltrans on what will happen in the Blues Beach area until approximately October of 2026, when Caltrans completes the slide work. Discussion ensued regarding the newly acquired parcel by Mendocino Land Trust north of Highway 1 and Kai Pomo ownership parcels. Questions were asked and answered regarding trails and stairs in the area and nearby property owner Gary and Michiko Weiss openness for discussion on a trail easement.

8. Items for Next Agenda (8:45 p.m.)

Agenda items for the next regular Board meeting on October 22, 2025 will include routine Committee reports; Board appointment of Officers, Budget, Board Manual, Bell Point Status, Museum update and other matters that may arise before that time.

Adjournment. The Meeting adjourned at approximately 8:45 p.m.

Respectfully submitted:

Robert D. Finnell, Secretary - Westport Village Society, a (501 (c)(3) organization.

Mission Statement: Supporting local charitable and educational projects and fostering the preservation and interpretation of the environment since 1992.
