

**Sonoma Coast Municipal Advisory Council**  
**Marti Campbell, Chair**  
**September 15, 2022, 5:30 – 7:30**  
**Online Zoom/Facebook Meeting**

**Meeting Called to Order – 5:31 pm**

Marti Campbell

**Pledge of Allegiance**

All

**Roll Call – Present**

Marti Campbell – Chair

Brian Leubitz

Abreanna Gomes

Scott Farmer

Ginny Nichols

Wanda Swenson

Beth Bruzzone

**Absent**

Paul Plakos

Jill Lippitt

Liz Gallagher (alternate)

Che Casul (alternate)

Carl Osier (alternate)

Annie Cresswell (alternate)

Caroline Madden (alternate)

Clerk: Cindy Culcasi

Staff: Leo Chyi

**Approval of Agenda**

Wanda Swenson moved to approve the agenda and Beth Bruzzone seconded. The motion carried 7-0.

**Statements of Conflict of Interest:** if any, from Council members

Clerk Cindy Culcasi asked if there were any conflicts of interest. There were none.

**Correspondence**

Cindy Culcasi asked if there was any correspondence. There was none

**Consent Calendar**

Chair Campbell noted there were some amendments to the meeting minutes, so she removed the minutes from the Consent Calendar to make the changes.

### **Approval of July Minutes**

A motion was made by Wanda Swenson, with a second by Beth Bruzzone to approve the minutes with the changes proposed by Chair Campbell. The motion carried 7-0 with the following changes:

On page 7, in the second paragraph 2 (starting with Leo Chyi), Planning Commission should have been noted as the Board of Supervisors.

Also, on page 7 in the last paragraph, it should read, "a new version will be ready after the Board of Supervisor's June 29 meeting".

### **Public Comment**

There were no public comments

### **Regular Calendar Items**

#### **Supervisor Lynda Hopkins**

Supervisor Hopkins discussed an all-day meeting held in Bodega Bay for stakeholders who still had concerns with the Local Coastal Plan (LCP). She also thanked Vice Chair Brian Leubitz and Chair Campbell for their participation in the meeting. They each gave their own perspective and also listened in on some of the other meetings.

The stakeholders attending interacted with staff. The various stakeholders attending the meeting were scheduled every half hour to meet with the staff. Stakeholders included the Bodega Bay Public Utilities District, Regional Parks, the HOA in Bodega Harbor, a group of environmentalists who have been advocating and following the LCP process for the past decade. The Director and Associate Director of the Bodega Marine Lab attended and were asked to participate in a future MAC Meeting. They are both relatively new to their positions and are looking forward to working and collaborating with the community. This is the first time that the Marine Lab has been called out and discussed in the LCP. She noted that "we are actively partnering with them for research and education on our coastal lands". She noted that if someone didn't participate in the meeting, they still have a chance to participate. The LCP will come back before the Board of Supervisors (BOS) in October. Supervisor Hopkins thanked Gary Helfrich, Cecily Condon, and staff for their hard work getting this across the finish line. The LCP is part of the Local Coastal Program which will be reviewed by the Coastal Commission. They hope to keep the LCP a living document that will be looked at every 5 years and not every 20 years or more.

They will also be looking at bike events in the LCP before the end of the year, and other events next year.

Supervisor David Rabbitt and Supervisor Hopkins have been working together on the onsite wastewater system policy for several years. They are looking for cost effective, state of the art wastewater solutions and will continue to work with staff to make sure the manual is as flexible as possible. The manual might also support housing in hard to reach areas which is an issue along the Coast.

Gary Helfrich gave a brief update on the LCP Process per a request from Supervisor Hopkins.

Thirty-five hours and one year's hearings before the Planning Commission have just been completed and now they have a Planning Commission recommended draft. A workshop was held with the BOS to give them a preview on August 30. This allowed the Planning Commission document to circulate for a reasonable amount of time. The Coastal Commission requires that the draft be available for at least 6 weeks. Any decision making won't occur until October 4. Permit Sonoma is sure there will be more than one hearing. They aren't certain when the document will go to the Coastal Commission since the Coastal Commission likes to hold the hearing in the region where the document is being adopted. Most likely the draft LCP will go to the Coastal Commission next summer. Gary Helfrich will keep everyone updated on the date as they hear back from the Coastal Commission. This is just one of three documents of the Local Coastal Program. The other two documents include the Zoning Code and the Administrative Manual, which are almost more important than the LCP.

Mr. Helfrich added a few more details. The LCP regulates the activity of installing the septic system, but not the design. The Marine Lab wants to work closely with staff on climate change. This is a huge group of scientists that have not been used in the past. They are a resource for items such as what can be done with salinization of Bodega Bay wells?

### **Presentation by Permit Sonoma (Ross Markey and Gary Helfrich) – 2022 Vacation Rental Ordinance**

The presentation starts at 18:54 minutes in the zoom recording. [v=I0xagVYEJXk&t=1093s](https://zoom.us/j/9100000000?pwd=I0xagVYEJXk&t=1093s)

Gary Helfrich started by explaining that many of the new regulations are not retroactive. If the owner has a TOT (transient occupancy tax) certificate, that is all that was needed for a vacation rental in the coastal zone. If an owner is operating a vacation rental now, they will be allowed to operate at the capacity they are operating currently. The new land use and ownership standards will not apply to existing rentals. The new standards that apply to nuisance (excessive noise, trash collection, parking, etc.) will become effective to existing vacation rentals. The vacation rental ordinance is complicated. The ordinance contains 6 separate components:

1. The coastal zoning code and the inland zoning code (these are two components) - The coastal code needs to go to the Coastal Commission for certification. The code includes basic health standards such as an operating septic system. This will be expanded when the LCP is adopted to include a Vacation Rental Program. The Commission made it clear that the ordinance must state a license is needed and this wouldn't just be a licensing program.
2. The Coastal Zone Amendment and the Coastal LCP Amendment both need to go to the Coastal Commission for certification.
3. The licensing program does have restrictions on ownership. This is not retroactive. The standards apply to new vacation rentals.
4. Property Managers will be required, but they are still in conversation about this issue. They will probably add flexibility to this requirement.
5. The licensing program is in Chapter 4 of the code, which does not go through the Planning Commission. The fines in Chapter 2 potentially have several reviewers.

What has been implemented so far?

- There is a ban of vacation rentals in zone R1. This does not include the Coast.

- The abbreviated vacation rental ordinance inland, now in place, includes only a requirement of a license. The new ordinance inland will include caps and exclusion areas, but this does not include the Coast.
- There are amendments to Chapter 26-c which requires a zoning permit and business license going forward. The zoning permit is not retroactive: if you have a TOT certificate, a property owner just needs to get their business license to move forward.
- In Chapter 1, Permit Sonoma realized that the Civil Penalties were so small, they really weren't effective.
- Rolling out the licenses will take a while since the renewals will be staggered so all the licenses don't expire at the same time. It will be similar to paying for your license at DMV. The current \$224.00 inland monitoring fee will be turned into a licensing fee. There will be a new fee for the Coastal Zone.
- The requirement for the location of the property manager is under discussion and they realize they need some flexibility. The licensing ordinance is not done and needs to be completed before they take this to the Coastal Commission.

Ross Markey asked Mr. Helfrich to give an update on the hotline.

The hotline will apply everywhere, once licenses are enforced. Anyone can call the hotline to report an incident and they will contact the appropriate people and also document the issues. The hotline is being tested currently and will go live when ready. The hotline will not apply to the Coast until there is a system in place for the Coastal area.

### Questions/Comments

- **Marti Campbell (MAC)** - Chair Campbell asked if an existing rental on the Coast will need to obtain a license. **Gary Helfrich** responded that yes, a license will be needed.
- **Beth Bruzzone (MAC)** - Ms. Bruzzone thanked Gary Helfrich for all his work on the project. Is there a component in the vacation rental ordinance regarding how much water is used? **Gary Helfrich** responded that when the LCP is done, they will look into water use. The Coastal Commission, especially in Sonoma County, looks at vacation rentals as a big component of the LCP and access to the coast since there is not a lot of coastal lodging. Once the updated LCP is in place, the County will be looking into water and wastewater for vacation rentals. **Rep Bruzzone** added she has seen a blatant disregard of water use by people using vacation rentals.
- **Wanda Swenson (MAC)** - Are there any limits on the number of vacation rentals along the coast? **Gary Helfrich** noted that the County will be taking a bigger look at water use along the coast, not for agricultural use, but for example, decorative landscaping. He thinks there will be tightening of regulations. There are no limits to the number of vacation rentals, however, there can only be one license for a natural person or a trust. There are two types of vacation rentals, one is the person who rents out their summer home so they can keep it, and the other is institutional and owned by an LLC or corporations. The Vacation Rental Ordinance discourages LLCs or corporations.
- **Brian Leubitz (MAC)** - Is the location of the property manager still suggested to be within 30 minutes of the rental? **Gary Helfrich** responded they are discussing the time and not the number of miles from a vacation rental. The expectation is the problem will be cleared up within

30 minutes. Depending upon the issue, the property manager might need to visit the vacation rental if the issue cannot be resolved by telephone.

- **Scott Farmer (MAC)** - Rep Farmer had a question regarding the LCP. How do we stand on the process for fuels management along the Coastal Zone. **Mr. Helfrich** stated that this is a component of the Coastal Program. The program is within the LCP. This is about implementation. Permit Sonoma is trying to streamline the process for fuels management. There is nothing stopping people from obtaining a permit now.
- **Chair Campbell** noted that she assumed, after hearing Mr. Helfrich speak in the August 30 BOS Meeting, that they are looking at a process that won't take a year to get a permit. **Gary Helfrich** responded they are looking at an exclusion process for fuels management, but they must work with the Coastal Commission to change the existing process.
- **Wanda Swenson (MAC)** - Can you count heads on the Coastal Commission to see where they stand? **Gary Helfrich** noted that they are a state commission and some of the members from Southern California may see things differently.
- **Supervisor Hopkins** added that Caryl Hart is a great asset on the commission and hopes that her colleagues defer to her since she lives in the area. She has the knowledge base and will help fight for the Sonoma County LCP.
- **Dotty (Public)** - Dotty noted that some cities, like San Francisco, waive the license fee if you use an AirBNB and asked if Gary Helfrich was aware. **Gary Helfrich** responded that he was aware and that there was also a strict residence requirement that was hard to beat.
- **Paul Mundy (Public)** - Mr. Mundy stated his family has owned a home in Sea Ranch since 1968. He bought the home in 2013 when his mother passed away. He has never had a problem and now he feels forced to hire a management company. He will probably have to sell his home since he won't be able to afford it. **Gary Helfrich** said this is an issue not only in Sea Ranch, but in other areas. A small number of vacation rentals have problems. The BOS has asked for a uniform ordinance across the County. He noted that anyone can become a property manager by passing the test. **Paul Mundy** continued to speak and noted 6 months out of the year, he does not live in the Sea Ranch area. Chair Campbell asked him to talk with her offline about possibly having a neighbor be the contact when he is out of the area.
- **Sun Lover (Public)** - Julie (Sun Lover) asked if we will be part of the licensing program once the LCP is approved? **Gary Helfrich** clarified that there will be changes to the program once the LCP is adopted. The component requiring that everyone has a license is proceeding independent of the LCP. If someone is already operating a vacation rental, they can continue to operate it exactly as they have. **Julie** asked how the County will know about this vacation rental since it isn't registered. **Gary Helfrich** responded that the hotline will be live in a week or so. Call the hotline and let them know and they will research to determine the status. If a home is a vacation rental and the TOT is being paid, the vacation rental will be grandfathered in. Once the home is sold, the rental must start the process to register as a new vacation rental
- **Mark Watson (Public)** - Mr. Watson is a member of the Sea Ranch Housing Coalition, which is a group of about 350 Sea Ranch people who have vacation rentals.
  - When and where can we see the County's submission to the Coastal Commission? **Gary Helfrich** - There is no packet available yet because the BOS hasn't adopted the license ordinance. As soon as the BOS adopts the new licensing ordinance, a packet will be created and will be available to the public.

- How will the hotline tell if the property is being rented or not? **Gary Helfrich** - The hotline will contact the Property Manager. The Property Manager may say that Mr. Watson is in residence and the home is not rented out currently. Nothing will be done until they check with Airbnb to determine if the home is rented. If it is determined that the home was rented, action will be taken.
- Mr. Watson talked about unintended consequences regarding the rules of licensing a vacation rental. If someone inherited a home that was a vacation rental, and they already owned a vacation rental. Now they are suddenly not in compliance with the ordinance. A certified Property Manager needs to delegate. If someone needs to go to the property, it doesn't have to be the same person. It's difficult to have one person available 24 hours a day and allowing the Property Manager to delegate would solve that problem. Mr. Watson is happy to hear there will be more flexibility with the Property Manager. He has talked to many people on the prohibition of unattended pets. He believes a noise limit is sufficient to address barking dogs.
- There are a number of architectural renowned condominiums in Sea Ranch. Condo number 1 is available for short term rental and people come from all over the world to see it. Mr. Watson hopes the Planning Commission gives some flexibility so that it can be rented. **Gary Helfrich** responded that if the condo is an existing short term rental, the condo could continue to be rented. The same would go for an inherited home used for a short term rental. As long as it wasn't sold, it could continue to be a vacation rental.
- **Rebecca Hachmyer (Public)** - Ms. Hachmyer lives in Petaluma and has a vacation rental in Sea Ranch. She wanted to clarify that she already pays TOT. She is in the process of working to take the Property Manager certification and understands that the next step is to get a license. **Gary Helfrich** confirmed she was correct. The license has not been adopted by the BOS and is still being refined. Regarding complaints by neighbors to the hotline, one complaint won't result in losing your license unless the issue is egregious. A complaint may result in a fine, suspension, or losing your license. The County will have the tools to address problems with the new Vacation Rental Ordinance.
- **The Skipper (Public)** - The skipper asked about vacation rentals on the Russian River. He currently has a long term rental in the Russian River area that he wants to convert to a short term rental. Is that possible or are new vacation rentals not allowed anymore? **Supervisor Hopkins** – The Inland areas currently have a moratorium on short term rentals. The BOS approved an R1 Zone (i.e., City like density with water/sewer services) ban inland. Supervisor Hopkins fought for exclusion zones in West County along with inclusion zones. In West County the R1 zones don't match up to where existing short term rentals have existed. The BOS will be going through a process to look neighborhood by neighborhood and community by community at rezoning and potentially allowing concentrations of short term rentals in some areas of R1, in addition to expanding exclusion zones in other areas of R1. Supervisor Hopkins added the Skipper should participate in the process. **Gary Helfrich** added that the Lower Russian River MAC is the equivalent of the Coastal MAC and the Skipper should look into it. There will be similar discussions at the Russian River MAC. March 23 is the end of the short term moratorium inland.

- **David Workman (Public)** – The property manager issue is a big concern in Sea Ranch. There is security that drives around the community. He hopes a company will be formed to address the issue when a complaint is received. Maybe Sea Ranch Security could perform this function. He is concerned the process is too tight. Sea Ranch already has rules in place for these types of issues and are used to dealing with these situations.
- **Mary Lawler (Public)** - Ms. Lawler has a vacation rental in Salmon Creek. She asked if people would be able to comment on the short term rental ordinance prior to approval by the BOS. **Gary Helfrich** responded they will be voted on at a BOS Meeting and public comments are allowed. 90% of the existing standards are in the new ordinance. The changes will be about how to administer the ordinance. **Ms. Lawler** thanked the County for the civil give and take when discussing the process. She hopes that flexibility will be part of the plan.
- **Dan Gudino (Public)** - Mr. Gudino is a certified property manager and works for a property management company. He manages several properties in Sonoma County and the Bay Area. He asked that it be allowed that someone on his staff can address issues when he is not available. Also, he hopes there is input from the professional community also.
- **Elisabeth Watson (Public)** - Ms. Watson is a part time resident of Sea Ranch and a member of the Board of Directors. She thanked everyone for the civil nature of this discussion. She asked that they consider the lack of local resources as it applies to a property manager.
- **Lisa Beaty (Public)** - Ms. Beaty asked about the Bodega Bay area and if there was a date the new short term rental ordinance applies to West Sonoma County or is the date pending Coastal Commission approval? **Gary Helfrich** responded that the date is pending Coastal Commission certification. **Lisa Beaty** asked if she had an LLC if she could buy up several properties as a business venture and be grandfathered in since the Coastal Commission has not certified the updated short term rental ordinance. **Gary Helfrich** responded yes.
- **Cea Higgins (Public)** - Ms. Higgins appreciated the civil dialogue. She asked about the licensing part of the ordinance and the performance component.
  - Does an existing short term rental have to follow the performance standard addressing the number of people who can stay in the rental? **Gary Helfrich** responded that the number of people allowed in the home is not retroactive. **Supervisor Hopkins** added that this is a result of legal issues and attorney input. If the number of guests impact the septic issues or water draw down issues, this may be readdressed, and a complaint possibly could be made against a particular property. **Gary Helfrich** added that they are limited by the guidance from legal counsel.
  - Ms. Higgins noted that the Coastal Commission has certified density and exclusion zones in other areas of the coast. We are not prohibited from doing the same on this part of the coast. She gave an example of her neighborhood where of the 15 homes around her, only 3 are full time residents and the rest are vacation rentals. She asked that when the County has a better idea of the number of vacation rentals along the coast, will there be an opportunity to discuss density? The Coastal Act was about preserving community character, preserving coastal resources, and preserving the coast as we know it. We need to develop a baseline for the future. **Gary Helfrich** responded that those were be supported by the LCP, but we are only amending the first part of the LCP in this initial phase. This is a de minimus change to the program so the LCP Program can be expedited. After the LCP is in place, the next step is a comprehensive review of

the regulations. **Supervisor Hopkins** said there is concern about loss of local residents, kids in the schools and other issues. She is committed to working with Ms. Higgins and the community to address these issues.

- **Leo Chyi (Staff)** - Mr. Chyi spoke about the ban of vacation rentals and noted that the BOS wasn't addressing that type of land use change, but it will be part of a future conversation/phase.
- **Donna Martinez (Public)** - Ms. Martinez was concerned about one person as the property manager and the expectations of this person. She suggested that the County review the model of service provided by the state of Colorado in the city of Summit. They established the concept of the responsible agent or designee that includes the agent shall be available 24 hours per day and respond within 60 minutes of the complaint. **Supervisor Hopkins** responded that the ordinance doesn't specify just one person, but a point of contact if there is a problem.
- **Mark Watson (Public)** - Mr. Watson noted a one word change in the ordinance could specify it is a contact and not one person that must follow up on a complaint. The language needs to change to achieve a point of contact and that is not just one person.

#### **MAC Election: Application Period – Leo Chyi**

The deadline for the application to be submitted is 5:00 pm, October 12.

There are openings in 4 areas:

1. Bodega/Valley Ford has two openings; a representative slot currently filled by Beth Bruzzone and an alternate slot currently filled by Che Casul
2. Sea Ranch/Annapolis has two openings; a representative slot currently filled by Paul Plakos, and an alternate slot which is open.
3. Fort Ross has two openings; a representative slot currently filled by Wanda Swenson, and an alternate slot currently filled by Caroline Madden.
4. Bodega Bay has one opening; a representative slot currently filled by Brian Leubitz.

If there is one applicant, there will be no election process. If there are multiple applications, there will be an election.

The representatives and alternates must meet eligibility requirements. Once they are appointed or elected, they will be formerly appointed by the BOS and would be seated in the January 2023 Coast MAC Meeting. The form needed is the same form as other County Committees.

Link to Information and Form: <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/board-of-supervisors/boards-commissions-committees-and-task-forces/list-of-boards-commissions-committees-and-task-forces/coastal-municipal-advisory-council>

Scott Farmer (MAC) noted that he believes the representative and the alternate share the same terms

There were some questions regarding the end of the term for some representatives. Mr. Chyi will check with Elise Weiland regarding when all the terms end. Leo Chyi will also share the information received via a newsletter or Supervisor Hopkins Facebook page. He will also share the information on the main page for the Coast MAC Meeting.

Wanda Swenson (MAC) asked how much interest there is regarding the elections. Leo Chyi says the interest has been positive.

### Comments/Questions

- **Beth Bruzzone (MAC)** - A gentleman spoke in the BOS Meeting (August 30) from Truth in Tourism and was unhappy with the MAC in general and didn't believe that members should live in the area full time. He believed we were appointed by our supervisor to be in lock step. She believes that one of the wonderful things about the MAC is that not everyone does agree, but they are kind and respectful. Ms. Bruzzone looks forward to see who else is applying for these positions.
- **Scott Farmer (MAC)** - Rep Farmer wants the public to know that the MAC is open to everyone and it is a nomination process. The communities makes recommendations as to who they want and it has worked very well.
- **Supervisor Hopkins** - The only times there wasn't an election was when a community came together and selected the representative and when there was no one else running thus the person was appointed. She respects all the members who stepped up and she thanked them for their service.
- **Donna Martinez (Public)**— Ms. Martinez asked if a member has to be a resident of the area they would represent? She has a home in Sea Ranch, but lives in Windsor. **Supervisor Hopkins** responded that you must be a resident and vote here. **Scott Farmer** said that people can be a member of an AdHoc Committee even if you are not a resident.

### Council Member and Staff Reports

Chair Campbell asked that people send their virtual best wishes to Elise Weiland who is undergoing cancer treatments. Chair Campbell spoke to the recent meeting that she and Vice Chair Brian Leubitz attended yesterday with Permit Sonoma to discuss the LCP. Supervisor Hopkins invited some of the stakeholders to speak with her. Brian Leubitz and Chair Campbell were invited to listen to the Save Our Coast people who came to talk about environmental issues. Chair Campbell talked about issues important to the MAC. The areas covered by Brian Leubitz and Marti Campbell were:

1. Housing issues on the Coast
2. Sewage issues that impact the ability to build homes along the Coast
3. Trade off for the use of beaches, humans vs birds/animals
4. A request that permits no longer be required for vegetation management around homes
5. The removal of the name of specific businesses in section CLU-5.1 of the LCP. The expansion of the businesses date from 1980, are no longer relevant and serves no purpose.
6. They raised an ongoing concern about ESHAs and how they would be applied to development of unbuilt lots. Chair Campbell confirmed with Gary Helfrich that the practical application of the ESHA Policy would be part of the administrative manual. This is a separate process which will begin after the Coastal Commission approval of the LCP.

Issues coming up on the BOS Calendar are:

- September 27 - Building Codes Update

- October 4 - The continuing discussion of the LCP and a Well Ordinance
- October 25 – Broadband recommendations

Last Sunday, September 10, the North Coast Fire Protection District sponsored a vegetation management community meeting in Annapolis. Fire Chief Bonnie Plakos led the meeting. Judy Rosales (Coast Collaborative), Forester Matt Greene, and Battalion Chief Marshall Turbeville (CalFire) all attended. The meeting was fabulous. Judy Rosales did a great job talking about how the community could band together, the resources available, and how to get relevant grants. Please contact Chair Campbell if you are interested in having a similar meeting in your area.

**Water AdHoc - Paul Plakos (Chair Campbell gave the update since Mr. Plakos was absent)**

There is no report for this meeting. Paul Plakos and Brian Leubitz are going to work together and make this the focus for the November Meeting.

**Land Use Standing Committee**

There was no meeting.

Brian Leubitz noted that the Land Use Committee may be shifted to an AdHoc Committee. Brian Leubitz, Vice Chair, would receive the reports that are relevant to the Coastal MAC. An AdHoc would be more flexible. Elise Weiland and Mr. Leubitz have talked to Permit Sonoma about receiving event notifications. Right now, it doesn't appear that the MAC is receiving all the relevant event notices. Vice Chair Leubitz thinks an AdHoc is more appropriate than a standing committee.

Scott Farmer said when they envisioned a committee, it came from the marathon which came upon the community unexpectedly. The committee was designed to be able to help make events fit better for the community. It wasn't to create a bureaucratic hurdle, but to open conversations. We learned that events were ministerial and we were feeling like we weren't getting notification. There is a lot of improvement to be found.

Vice Chair Leubitz responded there will be more discussion at the next meeting.

**Roads Ad Hoc Committee**

There was no meeting.

**Call for Agenda Items – Marti Campbell**

Scott Farmer (MAC) Fort Ross, Salt Point, and the State Parks have dropped the ball of their mission. In terms of access to the coast, they have a big portion of it. There are closed rest rooms, closed parking lots, and closed camp grounds.

Chair Campbell asked Paul Plakos and Brian Leubitz to work on the water issues and prepare for the November Meeting so they could get an idea of the extent of the issues that will be considered for November and the time needed. If we ask the State Parks to attend, we need to give them plenty of notice. Brian Leubitz noted it is the State Parks who are the biggest impediment to coastal access. It would be a good idea if they could come to the meeting.

Beth Bruzzone (MAC) would like to explore the idea of having a table or booth at different events. She believes this is an unused avenue to invite people to our meetings and to encourage people to attend the meetings. She belongs to other organizations that use this method, and it seems to be very productive.

**Adjournment**

A motion was made to adjourn by Brian Leubitz and seconded by Beth Bruzzone. The motion was approved, and the meeting was adjourned at 7:35 pm.

Respectively submitted,

Cindy Culcasi, Clerk