



BOARD OF DIRECTORS
March 17, 2026

Board Members Present:

Marta Van Loan, President
Lucinda Cartwright, Treasurer
Suzanne Chapot, Secretary
Laura Philpot, Board Member
Kyle Hurley, Board Member (Virtually)
Tania Brugger, Board Member (Virtually)

Board Members Absent:

Linda Meza, Board Member

Staff and Guests:

Charley Daly, DVC Alumni Assoc.
Rebecca Clancy, Scribe, Inform PR

Call to Order and Introductions and Welcome

Meeting brought to order at 4:34pm. Marta Van Loan acknowledged the presence of Charley Daly to his second meeting. Charley Daly has expressed interest in joining the MCF Board.

Acceptance of Previous Meeting Minutes:

As there were no changes to the minutes, Lucinda Cartwright moved for the approval of the January minutes. Kyle Hurley seconded, all in favor. Motion passed.

Motion 2026-5: January MCF Meeting Minutes approved.

Election of Board Officers

The March Agenda listed positions with Marta Van Loan to continue in the position of President; Lucinda Cartwright to continue in the position of Treasurer; Suzanne Chapot to continue in the position of Secretary. And Tania Brugger agreed to the position of Vice President.

Kyle Hurley moved to accept the nominations of officers as they appeared on the March 17th Agenda. Laura Philpot seconded, all in favor. Motion passed.

Motion 2026-6: Acceptance of Election of Board Officers as listed on the March Agenda.

Kyle Hurley moved to nominate Charley Daly as a Board Member of MCF. Lucinda Cartwright seconded, all in favor. Motion passed.

Motion 2026-7: Acceptance of Charley Daly to the Martinez Community Foundation Board as a Board Member.

Membership

Marta Van Loan acknowledged she has spoke to Brad ____, who has expressed interest in joining the MCF Board. Marta Van Loan looks forward to having lunch with him and inviting him to the next Board meeting.

Treasurer's Report

Lucinda Cartwright referenced the Financial Summary noting the Schwab account is still doing well, with comparable management fees to similar investment firms. The money market account is doing well, and still earning interest. Lucinda Cartwright brought notice to Check #1015 issued to Bay Area Bike Project as not being cashed and the organization has acknowledged they do not have the check, and suggested issuing a new check to the Bay Area Bike Project.

Lucinda Cartwright recommended to place a Stop Payment on Check #1015 issued to Bay Area Bike Project to issue a new check. Suzanne Chapot seconded, all in favor. Motion passed.

Motion 2026-8: Acceptance of Treasurer's recommendation to Stop Payment of Check #1015 and issue a new check to Bay Area Bike Project.

Lucinda Cartwright discussed continued work on the Draft Operating Budget and the need to revamp or consolidate some of the more granular details and in the meantime to continue using the Financial Report method to maintain transparency and simplicity.

Charley Daly moved to accept the Treasurer's Report. Suzanne Chapot seconded, all in favor. Motion passed.

Motion 2026-9: Acceptance of the Treasurer's Report.

General Discussion

Website

Marta Van Loan acknowledged the need to update the website and Kyle Hurley expressed interest in setting up a subcommittee with Linda Meza, to which Marta Van Loan stated she would follow up with Linda Meza. Charley Daly volunteered to look into reaching out to some DVC students to help in the website update and/or maintenance. The formation of a subcommittee for updating the website includes Kyle Hurley, Linda Meza and Charley Daly, with the consensus to share an action plan during the May meeting.

Kyle Hurley suggested accepting the place-based logo Linda Meza had provided previously.

Suzanne Chapot moved to accept the place-based identity logo provided by Linda Meza. Kyle Hurley seconded, all in favor, motion passed.

Motion 2026-10: Acceptance of the recommendation to adopt the place-based identity logo.

Chamber of Commerce

Marta Van Loan reported the Chamber's offer of a listing in their directory, but suggested MCF maintain only the membership for now, as MCF will be sponsoring the "Educator of the Year" award for \$500. This sponsorship fits the mission of bettering the community, and either Marta Van Loan or Tania Brugger will present the award.

John Muir Association Earth Day Birthday

Marta Van Loan announced April 18th from 10a-4pm is Earth Day Birthday and MCF has paid for a sponsorship to include a booth for \$500. This event is well attended and volunteers to man the booth are needed. Suzanne Chapot suggested MCF purchase items to hand out to patrons.

Kyle Hurley moved to approve an expense of no more than \$250 to pay for items to hand out at the booth. Charley Daly seconded, all in favor, motion passed.

Motion 2026-11: Acceptance of recommendation to purchase items, not to exceed \$250.00, to hand out at the JMA Earth Day Birthday event.

Grant Application Update

Marta Van Loan reported she has not heard from Republic Services or Mechanics Bank regarding submitted grant applications. On Thursday, March 19th Marta Van Loan will attend a workshop regarding the Bay Area Air District grant process, and the grant will be due May 29th. A three-year term to complete projects will be provided if successful in receiving funding. Discussion mentioned the benefit of projects in partner with the Martinez Unified School District and other local agencies, to increase chances of a successful grant submission.

Sesquicentennial – Historical Society Photos

Marta Van Loan reported the Historical Society has an idea of enlarging photographs of past present and potential future of Martinez, to hang in store fronts around downtown Martinez. The Historical Society could be invited to apply during MCF's grant cycle to potentially assist in funding this summertime project.

Next Meeting Date:

Next meeting dates: Tuesday, May 19th at 4:30pm.

Adjourn:

There being no further business, Suzanne Chapot moved to adjourn the meeting at 6:00pm, Lucinda Cartwright seconded. All in favor. Motion passed.

Motion 2026-12: March MCF Board Meeting Adjourned at 6:00 PM.

Respectfully submitted,

Suzanne Chapot, Secretary

Date

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5/19/26
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