



ISC Meeting Agenda

Meeting with ISC Committee

Date | time 10/27/2021 2:00 PM *Location* Zoom Meeting

Agenda Items

1. In attendance

- San Bernardino Municipal Water Department
 - Devin Arciniega, Committee Chair
 - Claudia Frias, Committee Secretary
 - Tiffany Currier
- Coachella Valley Water District
 - Jennifer Shimmin, Committee Co-Chair
- Yucaipa Valley Water District
 - Matthew Porras
 - Jennifer Ares
 - Madeline Blua
- East Valley Water District
 - Cecilia Contreras, Committee Treasurer
- West Valley Water District
- City of Redlands
 - Cecilia Griego
- City of Colton

2. Approval of 9/22/2021 Committee and Teacher Minutes

- Cecilia C. motioned to approve committee and teacher meeting minutes, Jennifer A. seconded motion.

3. Task List / Schedule

- Boat Kits
 - Devin thanked Matt F. and Cecilia C. for their work to secure the wood for 5 boat kits. 2 schools had initially requested boat kits, there are 3 kits on standby in case other schools request one.
- Brochure
 - Devin A. asked when committee would be able to receive a draft copy of the brochure, Cecilia C. stated we can have a draft after the boat build. Devin A. asked how long it would take to update the brochure, Cecilia C. stated we may have a draft from the 2020 event, if that's the case, we can update the pictures and order of teams/events once determined at boat build and should be ready by January.

4. 501c3

- Non-Profit Legal Center - Ongoing assistance to maintain 501C3 compliance
 - i. \$2,600 annual program cost
 - Devin A. stated we will be going with Thomas Wrobel & Associates for legal consultation for the 1st year and will possibly look for other agencies for ongoing consultation after the 1st year.
 - ii. Bank/ account for ISC
 - Cecilia C. stated she spoke with her Finance department and it's not necessary, but we can have a non-profit bank account for ISC for any purchases that need to be made; will be looking into it at the beginning of the year.

5. Considerations/Modifications for 2022 event

- Boat Build
 - i. Need update from Palm Springs USD schools after Nov 1st
 - ii. Planning for Saturday December 4th
 - Jennifer A. asked why boat build would be held at Yucaipa Valley Water District's Crystal Creek location, Devin A. stated in case there was a tour of the facility, but tours/presentation will be recorded and given to the schools virtually. Decision was made to hold boat build at Yucaipa's 2nd street location instead of Crystal Creek.
- New Activities
 - i. Senior Sportsmanship Prize
 - Madeline B. stated that she agreed to having one prize and opening it up to all grades, not just seniors. Committee agreed.
- PSAs and water resource presentations
 - i. Devin A. will be meeting with Valley District staff to see if they can provide the presentations for the students and asked Jennifer S. if Coachella Valley can provide presentations to students as well, she agreed. Teachers requested for presentations to be given to them around the boat build date.
- Boat Float Videos
 - i. The committee discussed changing the due date for boat float videos. Teachers had requested if the videos can be submitted closer to the event date since they are working on the boats up to the event. Devin A. asked Matt P. if the videos are submitted by May 13th if that would be enough time for them to be reviewed, he stated yes. Date would be pushed forward to May 13th for boat float videos.

6. Sponsorships

- Sponsorship Letter Templates and Updated Flier
 - i. Jennifer S. stated she would be working on reaching out to Dick's Sporting Goods.
- Sponsorship Presentations to San Gorgonio Pass Agency Water Agency
 - i. Devin A. stated they had their presentation with the Water Conservation and Education Committee, and it went well. There are new members on the committee that were very enthusiastic and on board and will schedule Devin to present at a future board meeting.

7. Budget

- Invoices
 - i. Cecilia C. sent out an email to committee members asking if any of their agencies needed an invoice to submit for their sponsorship check to let her know so she can provide it.

8. Additional Items/Discussion

- Supplies Inventory
 - i. Cecilia C., Devin A., and Jennifer S. discussed doing an event Inventory check after the new year.
- Park Contract
 - i. Devin A. stated the only thing outstanding is the insurance for the event, SBMWD is still working on it.

9. Next Committee Meeting November 17th at 2:00PM

10. Adjourn

- Meeting was adjourned by Devin A., Committee Chair, at 2:38 pm.