

## Friends of the Dunes Board Meeting Minutes

June 5, 2007, Stamps House, 7-9pm

**Board Members:** Bill Weaver, John St. Marie, Larry Oetker, Michelle Forys, Pam Zeutenhorst, Ron Kuhnel, Nancy Ihara, Mike Wilson, Frances Madrone, David Weinstein, Tamara Wilson

**Staff:** Carol Vander Meer, Emily Walter, Pamela Bell

**Public:** Steve Salzman

### June Agenda

- I. Introduction of guests present
- II. Approval of May minutes
- III. Public input
- IV. Stamps Renovation Project
- V. Land Trust Update
- VI. Capital Campaign Update
- VII. Budget Review
- VIII. Vote to Sign Build a Bridge Letter of Agreement
- IX. Upcoming Events
- X. Questions/comments/announcements re: other committee activities
- XI. Upcoming Agenda Items
- XII. Adjourn

#### I. INTRODUCTION OF GUESTS

Steve Salzman of Build It Green and Pamela Bell, FOD Bookkeeper

#### II. APPROVAL OF MINUTES

*Pam motioned for approval of the May minutes, 2<sup>nd</sup> from Mike, all present were in favor. Minutes from May were approved.*

#### III. PUBLIC INPUT

None

#### IV. STAMPS RENOVATION PROJECT - LEED or not to LEED

- The Kresge Foundation Green Initiative Program has grants that provide funding for expenses involved with LEED Certification planning. LEED Certification planning can make FOD more competitive for the Capital Challenge grant program for the actual construction.
- The California Coastal Conservancy is a possible funder of the building.

**ACTION: Carol will apply for Kresge Green Initiative Program grant.  
It should be known by the end of the summer if it's approved.**

- Going LEED will increase contract costs with the architect.
- Steve spoke of the option of hiring a commissioner who will work with FOD and the architect/engineer to make sure FOD gets what it wants and to create a coordinated process between all parties whether going LEED or not.
- Larry questions jumping into LEED too early in property purchase process.
- Mike explains LEED needs to start before/when Kash starts work/contract.

- Carol mentions we can start a contract with Kash for just the initial planning. Kash will have an increased fee of 5% when working towards LEED. LEED can be taken out of the planning at any stage and the 5% removed.
- Steve Salzman says if you have the money go LEED but get more initial planning information from Kash before registering LEED.
- Larry questions what exact area of the property will be considered LEED?

**ACTION: The Building Committee will work to define the LEED site area.**

*Mike motions to ask Kash to create a contract based on LEED principles and have Carol look into funding opportunities to cover extra expenses of being LEED Certified, 2<sup>nd</sup> from Ron. With 9 ayes and 2 nays the motion passed.*

## V. LAND TRUST UPDATE

### WCB Funding

- Are there any conditions involved with accepting the money? Carol reports that WCB only asks that the money be used in an appropriate manner to conserve natural resources and wildlife, all concepts that go along with the FOD mission.

*Larry motions FOD adopt the WCB resolution, 2<sup>nd</sup> from Mike. All present were in favor, motion passed.*

### Extension of Option Agreement

- The extension of option agreement has been signed and extended to July 9<sup>th</sup>.

### Lot Line Adjustment

- Everything having to do with the lot line adjustment has been approved. We're just waiting for the final approval from the County Surveyor.

## VI. CAPITOL CAMPAIGN UPDATE

- FOD has raised ~\$47,000 of the \$50,000 goal. Carol asks board members to ask one person for a donation from a circulated list to complete the campaign.
- FOD received \$20,000 from USFWS grant to write and begin implementing a restoration management plan. An additional \$5,000 may soon be obtained from UFWS for restoration.
- The conceptual plan includes schematics and covers steps 1-3 of the architectural planning.
- Carol is working with Denise Vanden Bos to create a development plan and timeline.
- Larry voiced concern about including restoration/development funding in the capitol campaign. Carol believes these are key components to fulfill the entire vision of the project. Mike likes that Phase 2 of the campaign focuses strictly on building costs, thus separating from the restoration/development costs.

**ACTION: Carol will ask Denise Vanden Bos about what elements should be included in the capitol campaign.**

## **VII. BUDGET REVIEW**

### **June Board Financial Report**

- Pamela reports that payroll is a key problem in the budget. Also, membership needs to be increased and the annual dinner needs to be a success.

**ACTION: Emily will create a membership report for the board.**

**ACTION: Pamela will work on a billable rate sheet.**

- Carol suggests allocating some of the campaign funds to cover fundraising costs.
- Frances suggests having staff keeping strict track of fundraising hours.
- Larry points out that the campaign funds have not been included in the current budget and need to be voted on.
- Next fundraising meeting is at the Stamps House on June 14<sup>th</sup> at 6:30

## **VIII. VOTE TO SIGN BUILD A BRIDGE LETTER OF AGREEMENT**

*Frances motioned to approve the Bridge Letter of Agreement with the INK People, 2<sup>nd</sup> from Michelle. All present were in favor, motion passed.*

## **X. UPCOMING EVENTS**

- Regional Land Trust Conference June 15-16
- Sand Sculpture Festival June 24<sup>th</sup>, bring your friends to play in the sand.
- The July Board meeting has been moved to July 10<sup>th</sup> at the Stamps House.
- Member Appreciation BBQ August 29<sup>th</sup> at the Stamps House.
- Board Retreat September 9<sup>th</sup>, location not yet known.

## **XI. QUESTIONS/COMMENTS/ANNOUNCEMENTS**

*Frances motions Carol follow the draft capitol campaign budget up to \$10,000, 2<sup>nd</sup> from Ron. All present were in favor, motion approved.*

## **XII. JULY AGENDA ITEMS**

- Approve budget with included capitol campaign funds
- Land Trust Update
- Capitol Campaign Update

Adjourn 9:01pm

**NEXT MEETING MOVED TO JULY 10<sup>th</sup> at the Stamps House**