

Friends of the Dunes Board Meeting Minutes
August 4, 2009, Humboldt Coastal Nature Center, 7-9pm

Board Members: Bill Weaver, Alison Poklemba, Dave Weinstein, Michelle Forys, Rose Patenaude, Marj Fay, Matt Johnson, Mike Wilson

Staff: Carol Vander Meer, Emily Walter

Public: none

August Agenda

- I. Introduction of guests present
- II. Approval of minutes
- III. Public input
- IV. Follow up on Action Items
- V. Discuss for possible approval the HCNC exhibit theme statement
- VI. HCNC Project Update
- VII. Approve proposed rate sheet and overhead rates
- VIII. Preliminary Planning for Board Retreat
- IX. Questions regarding committee reports/announcements
- X. Upcoming events
- XI. Upcoming agenda items

I. INTRODUCTION OF GUESTS

None

II. APPROVAL OF MINUTES

Matt Johnson motioned for approval of July, 2009 minutes, 2nd from Rose Patenaude, all present were in favor. Minutes from July 2009 were approved.

III. PUBLIC INPUT

None

IV. FOLLOW UP ON ACTION ITEMS

ACTION: Post request for proposals for project manager >DONE

ACTION: Rate sheet examples from Recycling center- Carried to September

ACTION: October 17th Board retreat date and location. >Carol sent a request to the Morris Graves Foundation and is awaiting confirmation for Oct. 17th.

ACTION: Carol will send out the current strategic plan for review >DONE

V. DISCUSS FOR POSSIBLE APPROVAL OF THE HCNC EXHIBIT THEME STATEMENT

The Humboldt Coast is home to a highly unique dune ecosystem rich in human, geologic, and natural history. The continued health of this dynamic system depends on a commitment to stewardship.

Marj reported that the Education Committee is working on prioritizing interpretive themes and strategic money raising.

The board came up with the following changes to the theme statement.

“The Humboldt coast is home to a unique dune ecosystem rich in geologic, natural and cultural history. The health of this dynamic system depends on a commitment to stewardship.”

VI. HCNC PROJECT UPDATE

Board involvement with “home stretch” capital campaign strategies. A brief overview of “First Giving” a web-based fundraising tool.

Carol reports that FOD needs to raise \$200K to get the building complete. She gave a PowerPoint presentation about her First Giving website and encouraged other board members to set up their own First Giving page to raise funds for the Capital Campaign. Just go to firstgiving.com

There will be a drawing for some overnights on the Trinity River, the Lost Coast Inn and a Friends of the Dunes wine cellar. The FOD wine cellar entails each board member donating one bottle of their favorite wine.

Alison Taplan of KAEF would like to get local businesses sponsor FOD for one month by offering them free media time.

Vote to approve selection committee’s recommendation for project manager

Matt reported that FOD received 5 applicants that were narrowed to three and then lowered to two for interviews for Greenway and Laura Kadlecik. Criteria were developed to gage the last three finalists. Laura and Greenway were within a few points. Greenway was unable to give a definitive cost to manage the project and thus the hiring committee recommends the board hire Laura.

Matt moved to hire Laura Kadlecik, 2nd from Marj, all present (excluding Mike Wilson) were in favor. Motion passed.

ACTION: Carol will provide copies of the conflict of interest document for all board members to sign.

Discuss for possible approval the selection of a project contractor

Kash, John St. Marie and Carol reviewed contractor proposals and used ranking sheet based on each company’s experience and expertise with LEED, nonprofit projects involving community facilities, lists of recent projects, and completeness of packets. Mayan, Danco, Pierson’s, Sequoia, Pacific Builders and Beacom submitted proposals.

Based on the ranking sheets, and our project manager’s experiences, experience with LEED and nonprofit projects, the committee recommended that the Board contract with Danco Builders. The board discussed in detail each of the applicants and agreed that Danco best fit the experience we were looking for and expressed an interest in being a partner in the process of raising funds and in-kind donations to the project.

Dave motioned to select Danco for the project contractor, 2nd from Matthew, all present (Mike Wilson abstained) were in favor. Motion approved.

Project updates: permitting/construction timeline

FOD is in its final push to get building as the \$500K from the Coastal Conservancy must be spent by February. Biggest set-back is waiting on the structural engineering documents to be complete.

Mike suggests setting a date to drive to Redding and have Kash and Jake meet with the structural engineer. If Kash doesn't want to do this then FOD will request that Kash hire a new structural engineer.

ACTION: Carol will contact Kash to set up a date to visit the engineer in Redding. Matt Johnson is willing to go to Redding to help.

VII. APPROVE PROPOSED RATE SHEET AND OVERHEAD RATES

ACTION: Carol will contact RCAA to find out how they charge their rates to grants that don't want to pay overhead.

ACTION: Carol will submit a rate sheet at the September Bd. Mtg.

VIII. PRELIMINARY PLANNING FOR OCTOBER 17 BOARD RETREAT

Tabled until September

IX. QUESTIONS REGARDING COMMITTEE REPORTS/ANNOUNCEMENTS

None

XI. UPCOMING EVENTS

- Volunteer BBQ- August 19
- Spartina Restoration Day- September 26
- Dune Escape- September 26
- Board Retreat Oct 10th or 17th?

XII. UPCOMING AGENDA ITEMS

HCNC Building Update
Planning for October 17th Board Retreat
FOD rate sheet

ADJOURN 9:06PM