

Friends of the Dunes Board Meeting Minutes
March 2, 2010, 7-9 pm, Samoa Women's Club, 115 Rideout Street Samoa

Board Members: Matt Johnson, Jeniffer Renzoulo, John St. Marie, Bill Weaver, Michelle Forsys, Dave Weinstein, Mike Seeber, Alison Polklemba, Nancy Ihara, Rose Patenaude

Public: Kash Bodjeh

Staff: Emily Walter, Carol Vander Meer, Laura Kadlecik

March Agenda

- I. Introduction of Guests Present
- II. Approval of February minutes
- III. Public input
- IV. HCNC Project Update
- V. Trails Planning Update
- VI. Board Development
- VII. Human Resources
- VIII. Financial Report
- IX. Approval of Audit Proposal
- X. Comment/Questions on Committee Reports
- XI. Upcoming Events
- XII. Upcoming Agenda Items

I. INTRODUCTION OF GUESTS

Kash Boodjeh

II. APPROVAL OF MINUTES

John St. Marie motioned for approval of the February, 2010 minutes, 2nd from Matt Johnson, all in favor. Motion passed.

III. PUBLIC INPUT

None

IV. HCNC PROJECT UPDATE

Overview of project status

Laura discussed the tire removal that started late February and is continuing through March 20. People can currently pick up 9 tires at a time through March 20th and take them to the waste facility in Eureka on Hawthorne Street.

Phase 1 project plans/guaranteed maximum price

Scope of Work for Phase 1: Upper and lower parking lots, improved foundation, outside bathrooms, new heating system, new west wall and entry, new green living roof, room for staff on west side of the building.

Topic of discussion is space for staff prior to Phase 2. The board would like to look at the costs of particular construction items that are of key interest to better be able to decide if they can be included in Phase 1 or stalled until phase 2.

With all plans and permits complete construction is set to begin the end of March.

Kash's Contract Revisited

Laura proposes that Kash's original contract, signed in 2006, be reviewed for change. This was discussed with no clear outcome. To be discussed further with Laura, Carol, Bill and other interested board members.

Matt Johnson motions to move forward with Danco's contract with Phase 1 and authorize Carol Vander Meer, Bill Weaver, Laura Kadlecik and other interested board members to execute, 2nd from Rose Patenaude, all in favor. Motion approved.

V. TRAILS PLANNING UPDATE

Meeting to review and discuss trails plan at the Arcata Center on March 16th at 5:30. Please review Lisa Hoover's Land Trust Committee report detailing the committee's opinion on the trails plan.

VI. BOARD DEVELOPMENT

There are four openings to the board. Trevor Estlow and Mike Tout have submitted applications. There is potential for two additional applicants.

John St. Marie motioned to accept Trevor Estlow and Mike Tout to the board. 2nd from Mike Seeber, all present were in favor. Motion passed.

Carol proposed to start the next board meeting at 6:30 in order to have a mini capital campaign meeting prior to the board meeting. The board agreed to this.

VII. HUMAN RESOURCES

Reviewed suggested changes to Paid Time Off (PTO) policies and benefits. The boards suggests reviewing the PTO hours matrix and making it accurate. Need to include a rollover cap of PTO hours. This will be voted on at April Board meeting.

VIII. FINANCIAL REPORT

Reviewed Pamela's Report

IX. APPROVAL OF AUDIT PROPOSAL

FOD's usual auditor may not be able to complete the audit in the time frame needed. The board directs Carol to see if the completion date can be moved as well as look into other auditors.

The Board directs Carol to approach the auditor to see if the completion date can be moved up and give her the flexibility to offer up to an additional \$1000 above the current estimated fee to have this done, 2nd from Dave Weinstein, all present were in favor. Motion passed.

X. COMMENT/QUESTIONS ON COMMITTEE REPORTS

None

XI. UPCOMING EVENTS

- HCNC tire volunteer day – March 13
- March 20, Tire Amnesty day

XI. UPCOMING AGENDA ITEMS

- Human Resources PTO Policies
- HCNC Construction Update

ADJOURN 9:00 P.M.

NEXT MEETING: April 6th, starts early at 6:30 p.m. to discuss the capital campaign.