

**Friends of the Dunes Board Meeting Minutes**  
**June 8, 2010, 6:30-8:30 pm, Samoa Women's Club, 115 Rideout Street Samoa**

**Board Members:** John St. Marie, Bill Weaver, Mike Tout, Trevor Estlow, Mike Wilson, Marj Fay, Nancy Ihara, Jennifer Renzullo, Michelle Forys, Allison Poklemba

**Public:** Richard Hutchinson

**Staff:** Suzie Fortner, Carol Vander Meer, Pamela Bell

**June Agenda**

- I. 6:30 p.m. Capital Campaign Meeting of the Board:
- II. 7 p.m. Public Input - 5 min
- III. FOD Audit and 990 Review – Richard Hutchinson CPA
- IV. Financial Report – Pamela
- V. Approval of a resolution to apply for the Nature Education Facilities Program
- VI. Approval of Minutes
- VII. Trails Plan Update
- VIII. HCNC Project Update
- IX. Proposal to collaborate with the trails stewards program – Carol
- X. Eureka Dunes Support Letter
- XI. Offer for Marine Life Protected Area (MLPA) Presentation
- XII. Comments/questions on committee reports
- XIII. Upcoming Events
- XIV. Upcoming agenda items

**I. Capital Campaign Meeting of the Board**

Mailing

- \$7,000 donated through mailing so far, 11,000 letters sent out
- Board Tasks – donations thanks yous, follow up calls to donors that qualify for capstone and to donors who haven't given yet. Script provided by Carol, take out the word "final" - may not be a final contribution
- Carol assigned Board Members to make these phone calls

Business Donations

- Les Charter from Danco suggested asking for in-kind donations from Eureka Ready Mix, Schmidt Bower Lumber. Trevor will ask Schmidt Bower.
- Businesses that donate \$1,000 or more, in-kind or cash, can get up to 100 spots on Channel 23

ABC event – raised \$500

Carol added to Agenda – BLM, MLPA presentation

**II. Public Input**

None

### **III. Audit and 990 review – Richard Hutchinson 7:05 pm**

Brief overview of Audit and 990 Report – any questions, now or later, can be directed to Richard

#### Areas of Concern

1. Handling of cash
  2. Paid bills file, lose and out of order
  3. Income from grants, posting inconsistent - Pamela explains there are 3 different categories for posting income and it's easy to confuse grants with contracts
  4. Fixed Assets – some were never recorded, Richard recommends we do an inventory
  5. There has been no physical inventory of merchandise
  6. Sequentially numbered checks – this problem is being fixed
  7. Grant Contracts – not all had files to keep track, need spreadsheet for all grants
- We currently have no treasurer. Mike Tout would like to investigate this.

### **IV. Financial Report – Pamela**

- PNL – This is a compressed PNL, doesn't have subcategories
  - o Independent Contractors is going over
  - o Payroll is right on
- Balance Sheet
  - o Now have 2 acnts payable and 2 acnts receivable – 1 regular and 1 HCNC
  - o Checking acct is a little low
  - o Consider giving Carol a higher ceiling for signatures – currently \$1,000, up to \$2,000 maybe
- Carol's grant update: we got Connecting People with Nature, FWS grant is \$23,000 not \$20,000, also received \$5,000 for linking geology and restoration
- Pam Update: Training Suzie to enter income register in Quickbooks and make deposits. Mark Loughmiller is still unsure if he wants to take on bookkeeper position. Pam definitely wants to transition out by December.

### **V. Nature Education Facilities Program (out of agenda order)**

- Asking for over \$1 million – will cover walkways, landscaping, exhibits (estimated at \$250/ sq. ft)
- Minor edits in the resolution were noted.
- Michelle Forsys motions to approve resolution, to approve the Application for Nature Education Facility Program funds. Nancy Ihara seconds. Motion approved.  
9 eyes, 0 no's, 5 absent

### **VI. APPROVAL OF MINUTES**

*Mike Wilson motioned for approval of May, 2010 minutes, 2<sup>nd</sup> from Trevor Estlow, all present were in favor. Minutes from May, 2010 were approved.*

## **VII. Trails Plan update**

- Carol - Still no official comments from Tom Hofwebber. Bill Weaver inquires if we need this, then suggests making sure we don't need a coastal development permit and then moving forward with the Trails Plan we have.
- Friday, June 11<sup>th</sup> is a meeting with Lynda Roush at BLM to find out what needs to be done.

## **VIII. HCNC Project Update**

- News from MCSD about water and sewer – the low flow pipes are 2 inches, this puts us at commercial status and ups the base rate from \$25 to \$311. The meter is still 1.5 inches.
- Mike Wilson would like to see the language/code that specifies this. Should be easy to appeal, the purpose of this change is to reduce service. Was this concern expressed in writing? (Carol is not sure, she received an email about it). MCSD should have let us know before the change was made.
- Efforts to save the shore pine near the building – Kash redesigned the restrooms (at no cost) to hopefully save the pine. Progress stopped for 14 days.
- Phase 1B - waiting on Danco pricing, price expected by next month's board meeting.
- Tires and Trash continue to be unearthed – CCC's coming Saturday June 12<sup>th</sup> to deal with some, it's probably more than the C's can do. There are at least 200-300 tires. Should we use tires as fill? According to Kash it is legal and structurally feasible
- John St. Marie has been leading an effort to salvage plants around the building

## **IX. Proposal to collaborate with Trail Stewards Program**

- The Trails Trsut got a mini-pilot grant, wants to model program after our Trail Keepers, and use our liability coverage
- Nancy Ihara inquires if we are combining volunteers? (No we aren't) What is the benefit to FOD. Carol explains they are improving on our model.
- Bill Weaver – What if Coopers Gulch volunteers get injured, does our rate go up? Carol says it probably will, this is a concern we should weigh
- John St. Marie thinks it would be worthwhile to get involved in the training
- Board Approves

## **X. Eureka Dunes Support Letter**

- Bruce asking FOD for a support letter. Need to reapply for Coastal Permit every 5 years to keep it open to riding.
- Keeping this area open to riding keeps the vehicles out of other areas
- BLM paying for signs, fences, restoration
- Board approves submitting a support letter

## **XI. Offer for MLPA presentation**

- Jen Savage from Ocean Conservancy has offered to give a presentation to the board about the Marine Life Protected Area- Board approves her for next meeting

**XII. Comments/Questions on Committee Reports**

- No committee reports

**XIII. Upcoming Events**

- Sand Sculpture Festival, June 20<sup>th</sup> – please put up fliers
- Pints for NPO's July 7<sup>th</sup>
- Garden Gate wine pour this weekend, July 9<sup>th</sup>
- Canoe the Slough, through Northcoast Regional Land Trust, June 21<sup>st</sup> 5:30-9:30
- Date for Arcata Theatre

**XIV. Upcoming Agenda Items**

- None

**Meeting Adjourned 8:30**

**Next Meeting: July 6<sup>th</sup> 7-9pm**