

**Friends of the Dunes Board Meeting Minutes**  
**July 6, 2010, 7-9 pm, Samoa Women's Club, 115 Rideout Street Samoa**

**Board Members:** Matt Johnson, Mike Wilson, Mike Seeber, John St. Marie, Alison Poklemba, Jennifer Renzullo, Trevor Estlow, Michelle Forys

**Public:** Jennifer Savage

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

**May Agenda**

- I. Introduction of guests present
- II. Approval of June minutes
- III. Public input
- IV. Proposed trail sign review
- V. Storage Unit issues
- VI. Review Treasurer and Secretary Vacancies
- VII. Financial report
- VIII. HCNC project update
- IX. MLPA update – Jennifer Savage
- X. Upcoming events
- XI. Questions about staff and /or committee reports
- XII. Upcoming agenda items

**I. INTRODUCTION OF GUESTS**

None

**II. APPROVAL OF JUNE MINUTES**

*Michelle Forys motioned for approval of the June 2010 minutes, 2<sup>nd</sup> from Mike Seeber, all in favor. Motion passed.*

**III. PUBLIC INPUT**

Reviewed email from Uri Driscoll. Board decided to release the draft Final Trails plan.

**IV. PROPOSED TRAIL SIGN REVIEW**

John St. Marie showed the board the trail post designs that he's created and proposed to sign the trails at HCNC. These will be initial/temporary signs until a complete signs plan is complete.

**V. STORAGE UNIT ISSUES**

Issues resolved prior to meeting.

**VI. REVIEW TREASURER AND SECRETARY VACANCIES**

- The state of California legally requires that non-profits have a Secretary and Treasurer position. Both positions can be held by one person.
- It was suggested to possibly combine the Secretary position with Treasurer's position.
- Mike Tout has expressed interest in the Treasurers position but is not present to discuss.

**ACTION: Carol will send Mike T. the Secretary job description and discuss his interest in the position.**

## **VII. FINANCIAL REPORT**

The Board discussed the need to find a bookkeeper as Pamela would like to leave the position by December. Whoever ends up being Treasurer should help with the hiring process.

**ACTION: Carol will email Mike W. the bookkeeper job description to review and he will create a posting for Craigslist.**

Reviewed Pamela's financial report.

## **VIII. HCNC PROJECT UPDATE**

Construction is on schedule as the foundation for the public restrooms has been poured and walls are going up. The roof will be the next big project.

## **IX. MLPA UPDATE**

Jennifer Savage handed out a 4-page pamphlet about the northcoast MLPA and spoke about the successes of other MLPAs and the progress of the process on the northcoast thus far. She was asking for support of the science guidelines involved in the designation process.

## **X. UPCOMING EVENTS**

- Arts Arcata at the Garden Gate - July 9<sup>th</sup>, 6-9p.m.
- Volunteer and Member Appreciation BBQ – August 25<sup>th</sup>
- Dune Escape Fundraiser, September 25<sup>th</sup>
- Strategic Planning Session

**ACTION: Carol will propose an October Board Retreat date**

## **XI. COMMENT/QUESTIONS ON COMMITTEE REPORTS**

None

## **XII. UPCOMING AGENDA ITEMS**

- Vote on Treasurer and Secretary positions
- Determine process for hiring new bookkeeper
- Adopt the Final Trails Plan
- HCNC project update

**ADJOURN 8:47P.M.**

**NEXT MEETING: August 3, 7-9**