

**Friends of the Dunes Board Meeting Minutes**  
**Humboldt Coastal Nature Center**  
**December 6, 2011, 6 p.m. – 8 p.m.**

**Board Members:** Bill Weaver, Pamela Bell, John St. Marie, Mike Seeber, Trevor Estlow, Michelle Forys, Susan Penn, Tamara Gedik

**Public:** None

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

**I. Introduction of guests present**

None

**II. Approval of October board minutes**

*John St. Marie motioned to approve the October 2011 board minutes, 2<sup>nd</sup> from Mike Seeber, all in favor. Motion passed.*

**III. Public input**

None

**IV. Review of November Board Retreat Items**

- Carol will draft a sample survey and Matt will review it. (*in progress*)
- Lisa will look into cycle of oil spill funding. (*in progress*)

**V. Financial Report**

The checking account has been very tight. This is due to having a lot of unpaid invoices. USFWS has changed to a new payment system that has not yet worked; once it is up and running several invoices will be paid.

**ACTION:** Emily should work with Bobbie to have grants/contracts that are 100% complete removed from the project report.

**ACTION:** Emily will put a list of end of the year solicitations in DropBox

**VI. Discussion and possible approval of 2012 Budget**

Pamela reviewed the draft 2012 budget.

**ACTION:** Health insurance needs to be added to the expenses.

**ACTION:** Emily will re-evaluate current grants/contracts for carryover into 2012.

A second draft will be submitted for review with a projector at the January meeting.

**VII. Review of Draft Organizational Dashboard**

Michelle handed out a draft dashboard and reviewed it. The board offered suggestions to improve the content.

**ACTION:** Michelle will update the dashboard with board suggestions to present at the January board meeting.

**VIII. Preview of Draft Fundraising Plan for 2012**

Carol reviewed the draft fundraising plan. Beach Ball planning needs to start ASAP.

**ACTION:** Carol will send out an email to solicit meeting dates for the Fund Development Task Force and Grants Task Force.

**IX. Nomination and election of a new Treasurer**

*Tamara Gedik nominated Michelle Forys to the position of Treasurer throughout at least March of 2012, 2<sup>nd</sup> from Pamela Bell, all in favor. Motion passed.*

**X. Consideration of renewal of membership to the Northern Region of the California Council of Land Trusts**

*John St. Marie motioned to renew Friends of the Dunes membership with the Northern Region of the California Council of Land Trusts, 2<sup>nd</sup> from Susan Penn, all in favor. Motion passed.*

**XI. Proposal to work with Environmental Engineering students at the Humboldt Coastal Nature Center**

The board gave Carol direction to work with HSU students to implement different projects at the Nature Center.

**XII. Board development**

Carol discussed the process of setting up a “blue ribbon committee” (another name should be chosen) of community leaders to meet and brainstorm suggestions for new board members to fill specific needs of Friends of the Dunes.

**Action:** Carol and Mike will meet to discuss a plan for carrying this out. Carol also distributed board fundraising pledge and contract.

**Action:** Board members will fill out the board contract and pledge (in dropbox) and return to Carol.

**XIII. Upcoming events**

- Trail Stewards planting day at HCNC – January 21<sup>st</sup>

**XIV. Upcoming agenda items**

- Health insurance group policy renewal in March
- Review of dashboard
- Review of Draft 2012 budget

**Next Meeting: January 3, 2011 (6-8pm at HCNC)**