

**Friends of the Dunes Board Meeting Minutes**  
**June 5, 2012, 6-8 pm, Humboldt Coastal Nature Center, 220 Stamps Lane, Manila**

**Board Members:** Trevor Estlow, Bill Weaver, Mike van Hattem, David Hitchcock, Melissa Zielinski, Mike Dronkers, Marj Fay, Matt Johnson, Tamara Gedik, John St. Marie

**Public:** Lisa Hoover

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

**I. Introduction of guests present**

None

**II. Public input**

None

**III. Approval of June board minutes**

*Matt Johnson motioned to approve the June 2012 board minutes as amended, 2<sup>nd</sup> from Trevor Estlow, all in favor. Motion passed.*

**IV. Election of new Treasurer/Secretary**

Bill Weaver motioned that David Hitchcock be the Treasurer/Secretary, 2<sup>nd</sup> from John St. Marie, all in favor. Motion passed.

**V. Approval of bookkeeper contract**

Tamara moved to adopt the Bobbie Todd's bookkeeper contract, 2<sup>nd</sup> from David Hitchcock, all in favor. Motion passed.

**VI. Review of Dashboard**

Emily reviewed the dashboard.

**ACTION:** Emily will look into refining the quarterly staff report tab in the dashboard.

**VII. 2011 Annual Report**

The board reviewed the 2011 annual report. Lisa Hoover suggested adding the percentage of HCNC visitors from in state vs. out of state. Bill suggested changing the Restoration Title to Land Stewardship to incorporate broader programs, including Trails Stewards and the Land Trust.

**VIII. Insurance Update**

Bill Weaver is working on updating the FOD insurance policy.

**ACTION:** Emily will look into board of directors insurance.

**IX. HCNC Facilities Recommendations**

Carol reviewed a handout about HCNC projects. She's currently working on getting a HCNC sign for the front of the building. Additionally, a plaque for the Stamps Family in cast bronze is being made to be put outside the front door.

John is going check out the cupola to check out the leaks and get an estimate to fix it up and stop any leaking.

**X. Sand Sculpture Festival – Sunday June 17**

John St. Marie, Trevor Estlow, Mike Dronkers, Lisa Hoover interested in volunteering.

**XI. FOD Birthday Party**

Saturday, July 14, 1-4pm at the Nature Center

**ACTION:** Matt Johnson, Lisa Hoover, Bill Weaver, Michael van Hattem, John St. Marie are interested in volunteering at the birthday party.

**XII. Strategic Planning Retreat**

Carol reviewed a packet about strategic planning essentials to discuss with the board and discussed the need for a more in-depth strategic planning process at this point in FOD's development. Carol recently submitted a capacity building proposal that could possibly provide funds for a professional facilitator. The board agreed to a more in-depth process to take into account new opportunities, and challenges of opening HCNC. David Hitchcock recommended Mitch Glanz, a local facilitator.

**ACTION:** All board members should take time to review the strategic planning packet that was handed out by Solid Ground Consulting Group. A copy of the handout is also in dropbox.

**XIII. Upcoming Events**

- Sand Sculpture Festival, 6/17
- Friends of the Dunes 30th Birthday, July 14

**. Upcoming Agenda Items**

- Strategic Planning Retreat
- HCNC updates
- FOD Birthday Party Planning

**Adjourn 8:09 p.m.**

**Next Meeting is Tuesday, July 3**