

**Friends of the Dunes Board Meeting Minutes**  
**December 6, 2016**  
**Humboldt Coastal Nature Center, 6-8 p.m.**

**Board Members:** Barbara Clucas, Richard Engle, John St. Marie, Jen Olson, Scott Demers (via phone), Karen Lu, Mike Dronkers, Tamara Gedik, Matt Johnson (joined at agenda item V), Jessica Hall

**Staff:** Kim McFarland, Emily Walter

**Public:** None

**I. PUBLIC COMMENT**

None

**II. APPROVAL OF MINUTES**

*Karen Lu motioned for approval of September, October and November 2016, minutes, 2<sup>nd</sup> from Mike Dronkers, all present were in favor. Minutes approved.*

**III. BOARD RECRUITMENT**

*Richard Engle motions to approve Amy Eberwein as a new board member, 2<sup>nd</sup> from Tamara Gedik, all present were in favor. Motion approved.*

**IV. PAY INCREASE PROPOSAL**

*Karen Lu motioned to give a 10% pay increase to Ashley Hanson and Jess Barger, retroactive to September, 2<sup>nd</sup> from Richard Engle, all in favor. Motion passed.*

**V. UPDATE PAID SICK LEAVE POLICY**

Emily updated the board on the need to find a new method of tracking sick leave.  
*Matt Johnson motioned to adopt option two of the sick policy with carryover, 2<sup>nd</sup> from Tamara Gedik. All in favor except Scott Demers who abstained. Motion passed.*

**VI. REVIEW DASHBOARD**

Emily reviewed the dashboard and asked the board what changes they want, and what would be most helpful when reviewing the dashboard. The board wants highlights and graphs.

**VII. EXECUTIVE DIRECTOR REPORT**

- Kim reviewed the ED report.
- John suggests getting going on strategic planning sooner than later.
- Tamara suggests having the board review past strategic plans as a starting point.

*Jessica Hall motioned to include Kim McFarland, Emily Walter, John St. Marie and Scott Demers as check signers, authorize Kim McFarland to get a CCCU credit card and authorize Kim McFarland as the online banking contact, 2<sup>nd</sup> from Karen Lu. All in favor. Motion passed.*

**VIII. EXECUTIVE DIRECTOR ONBOARDING**

Reviewed contract for Carol Vander Meer to help with ED onboarding.

*Jessica hall motions to approve contract with Carol as specified in written contract, 2<sup>nd</sup> from Mike Dronkers. All in favor except Tamara Gedik and Jen Olson who abstained. Motion passed.*

**IX. NOXIOUS WEED PETITION**

This is a petition to make the sales of English Ivy illegal in the state of CA.

*Mike Dronkers motions to sign the petition, 2<sup>nd</sup> from Karen Lu. All in favor. Motion passed.*

**X. JANUARY BOARD DATE**

The January board meeting will be held the second week, Tuesday, Jan. 10<sup>th</sup>.

**ADJOURN 8:02 P.M.**