

Newport Bay Conservancy

Board of Directors Open Meeting Approved 6-6-2012

Back Bay Science Center

March 21, 2012

### **Call to Order**

President Debbie Moore called the meeting to order at 6:05 pm with a quorum present.

Board members present: Steve Bender, Rita McCoy, Peter Bryant, Jack Keating, Kristine Simon, Laurel Mann, Debbie Moore, Holly Fuhrer, Peter Fuhrer, Cecelia Patterson, Anthony Christopher, Rob Ellis and Ray Williams

Board member absent: Catherine Hollinger

### **Report from Patrick McCaffrey Program and Volunteer Coordinator**

Patrick reported that all is set for Earth Day; he has procured a new band for \$300 less than the cost last year. Food is being provided by a vendor. He still needs help with getting the word out about the event. Jean Whitaker is helping line up volunteers.

Estuary Awareness Day is on May 19 and he could use some help.

He also needs help with the Outrigger Tours.

Two organizations have invited NBC to participate in their events this month. The membership committee will handle them.

Patrick and his wife are expecting a baby and he plans to take two weeks off in July.

So Cal PaPa is in July. Kristine has already agreed to be the liaison for NBC.

He had two trained volunteers helping in the office for two months but they both had to step down. He needs help but there is no time to train them, he is spread too thin. The fall naturalist training will soon need to start being organized. We are losing two of our long time teachers, Roger Reinke and Joan Kitchens.

Peter Bryant wondered if perhaps the education committee could take over the training. Further discussion is needed.

Patrick thanked the board for the opportunity to voice his concerns.

The meeting continued with a closed session until 7.20pm Debbie apologized for the delay to the members waiting to join the regular meeting. Betsy Flynn, Donna Carroll and Pete Ridley.

## **Secretary's Report**

Motion to approve January board minutes both open and closed sessions Rita McCoy.

Second Steve Bender

Motion passes all in favor

Motion to approve February board minutes both open and closed sessions Rita McCoy.

Kristine commented that she was present but her name was left out. Rita said that she has caught the error and corrected it.

Second Peter Bryant

Motion passes all in favor

Peter Bryant asked about adding the committee reports to the March minutes. Rita agreed to check on that possibility.

## **Treasurer Reports**

Cecelia gave a Financial Report. The 2012 budget is not finished and it cannot be done until after April 15<sup>th</sup>. February financials are not complete Betsy is working on them. We are showing a loss of \$3,500. Because of transition some deposits are late. Betsy is cutting checks, reconciling accounts and making sure Patrick is paid.

We need a volunteer book keeper; Cecelia talked about putting Quick Book's on line so that the work could be done from home. She is getting quotes from payroll companies to see if it would be "money well spent" to have them handle payroll.

Motion to authorize Cecelia to arrange whatever she feels she needs; get the best deal. Debbie Moore

Second Steve Bender.

Motion passed all in favor

Budgets are needed from the various committees. Steve for Sunset Celebration, Holly for membership funds.

Patrick had asked about paying an outside volunteer who has been helping him regularly with his outrigger tours. The general consensus was that this would set a bad precedent.

## **Strategic Planning**

Debbie talked about three priorities established at the retreat.

1. Business Plan and Marketing Package.
2. Human Resources.
3. Finances and Fund Raising.

The goals of the three committees:

1. What to accomplish
2. How it would be accomplished
3. How would they know they succeeded
4. How would this relate to finances

Use SWOT analysis.

Three Ad Hoc committees

1. Fund development – Anthony and Kristine, chairs. Katherine and Steve.
2. Human Resources – Holly chair. Debbie and Rita
3. Finance – Cecelia chair. Peter Fuhrer.

Meet during month and produce report.

### **Committee reports were postponed**

### **New Business**

### **Disposal of Symposium Funds**

Peter B asked if money raised by symposium could be earmarked for research committee. They are starting a study of Bi-valves with Rob, Peter, students and volunteers. Dorma Company has agreed to pay for education brochure. No decision was made.

### **Estuary Awareness Day**

A question was raised about us having more of a presence at Estuary Awareness Day. Rita says we will need to approach Robin Madrid; she will work with Rob who has been working with Robin and also with Anthony about publicity.

### **Support Letter for Uses Authorized in NCCP/HCP Reserve**

Jack mentioned the proposal by the FBI who want to establish a shooting range in an area of the old El Toro base that was previously proposed as part of a wildlife corridor connecting to the Laguna Greenbelt. Rita prepared a letter for our president's signature that shows NBC's opposition to the plan.

Motion to send the letter Holly Fuhrer

Second Dennis Kelly

All approved.

Debbie signed the letter and Rita will fax tonight to meet the deadline for comments.

Jack asked if we can do voting electronically on this kind of issue to avoid future delays. Debbie thinks that the law has changed and we cannot.

**Marine Protected Area Watch Program.**

Holly asked that we check on having NBC take part. No action was taken.

Meeting Adjourned

Motion to adjourn Debbie Moore

Second Steve Bender

Meeting adjourned at 8.30.pm

Minutes recorded by Rita McCoy