

**Newport Bay Conservancy  
DRAFT  
Board of Directors Meeting Minutes  
Back Bay Science Center  
November 16, 2011**

**1. Call to Order**

President Peter Bryant called the meeting to order at 6:47 pm with a quorum present. This meeting is a continuation of the board meeting on 11/3/11.

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

Board members absent: Robert Ellis

Staff: Roger Mallett

Others Present: Judy Booth, Jean Whitaker, Connie Bean, Jerry King, Cathy Lam, Betsy Flynn, Donna Carroll, Chuck Nichols

**2. Approval of Minutes**

Motion approve the 10-19-11 closed session minutes at the next board closed session:  
Kristine Simon

Second: Debbie Moore

Motion passes, all in favor

Ray, Rita, Peter and Holly abstained

Motion to approve the 10-19-11 board of directors meeting minutes with submitted corrections: Kristine Simon

Second: Peter Bryant

**3. Treasurer Report – Cecelia Patterson**

2010 Federal Tax Return (990) filed 11/15/11 – request copy

Goal for filing 2011 Federal Tax Return 5/15/12 – extension requested

Financials still need to be reviewed in detail, but current assessment has our revenue up by \$7000.

**4. Executive Director Report – Roger Mallett**

All received a copy of the November ED Report.

Discussed the need for a board retreat and updated strategic plan.  
Compensation discussions with attorneys will help us determine if 2008 and 2009 compensation is either an expense or income by the end of the year with a goal to help Roger and the organization – win/win.

#### **4. Bylaws – Peter Bryant**

Criteria for volunteers must be added. A new draft will be an outcome from the strategic plan developed at the board retreat.

#### **5. Membership – Cathy Lam**

Q2 41% increase in new members  
Q3 99% increase in new members  
Q4 in progress

Request report from Cathy

#### **6. Marketing – Kristine Simon**

Ad2OC has completed phase one of the marketing campaign ~ primary and secondary research

#### **7. Research – Peter Bryant**

Symposium Stats: 61 attendees, 5 speakers and \$1300 net profit

#### **8. Sr. & HOA Outreach – Jack Keating**

2011 Outreach presentation stats: 6 locations; 443 people

Needs more committee members

#### **9. Strategic Plan Timeline – Jack Keating**

Hold until we have elections and new president names committee chairs.

#### **10. Election of Officers – Peter Bryant**

President: Peter Bryant nominated by Peter Fuhrer, second Ray Williams  
Debbie Moore nominated by Peter Bryant, second Steve Bender

Results: Moore 9, Bryant 5  
Debbie Moore elected president

Vice President: Kristine Simon nominated by Catherine Hollinger, second Anthony Christopher

Peter Fuhrer nominated himself, second Peter Bryant

Peter Bryant nominated by Steve Bender, second Dennis Kelly

Results: Simon 6, Fuhrer 4, Bryant 4

Kristine Simon elected Vice President

Secretary: Rita McCoy nominated by Steve Bender, second Peter Bryant

Rita McCoy elected Secretary unopposed

Treasurer: Cecelia Patterson nominated by Steve Bender, second Anthony Christopher

Cecelia Patterson elected Treasurer unopposed

2012 Board Officers are as follows;

President: Debbie Moore

Vice President: Kristine Simon

Secretary: Rita McCoy

Treasurer: Cecelia Patterson

## **11. Committee Chairs – Debbie Moore**

Bylaws – Kristine Simon

Code of Conduct Committee – Ray Williams

Strategic Planning Committee – Jack Keating

Christmas Committee – Rita McCoy (Dec 15 Celebration of working together)

Board Development Committee – Steve Bender

Finance Committee – Cecelia Patterson

## **12. Meeting Adjourned**

Motion to adjourn: Debbie Moore

Second: Anthony Christopher

Meeting adjourned at 8:13 p.m.

Minutes recorded by Kristine Simon