

NEWPORT BAY CONSERVANCY  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
May 1, 2013 Back Bay Science Center  
OPEN SESSION

**Call to Order/Roll Call**

**Present:** VP Peter Fuhrer, Sec Holly Fuhrer, Cathey Bertot, Peter Bryant, Angie Vazirian

**Absent at the time of Roll Call:** Debbie Moore, Rob Ellis

**Absent with Apologies:** Pres Howard Cork, Treas Donna Flower, Rita McCoy, Dennis Kelly,  
Virginia Hayter

**Attendees:** Peter Ridley, Mary Bishop

Vice Pres Fuhrer called the meeting to order at 6:14 pm without a quorum. Mmbr Ellis arrived at 6:15pm. A quorum for the conduct of business was then present.

**Approval of Minutes**

Minutes of the April 3, 2013 Board Meeting Open Session were presented by Sec Fuhrer. No corrections or amendments were offered. Mmbr Bertot made a motion to approve. Seconded by Mmbr Vazirian. Approved unanimously.

**Secretary's Report**

Board members have not been retrieving emails from the NBC website because this process has never been made clear or accessible to them since it was set up two years ago. Gale Whitaker, NBC website manager, advised us that he could arrange to route e-mails directed to individual Board members on the website to their personal email addresses. A decision was made to request that he do that. Sec Fuhrer will send around a list for Board members to confirm their email addresses and follow up with Mr. Whitaker.

Business cards were printed for several Board members who had an immediate need for them for public relations and fund raising purposes (Cork, P. Fuhrer, Hayter, Vazirian). Discussion was raised as to whether or not other Board members feel a need to have them. Those Board members present opted not to have personal business cards printed but suggested that they have access to a newly designed "more interesting" general NBC business card with a photo of an Osprey on it, our business name, address, phone, and web address that Board members can use when needed. This can reportedly be done inexpensively on the internet.

**Treasurer's Report**

Treas Flower submitted a written financial report. New information since her April report:

1. \$25,000 pledged by Orbach family has been received
2. \$2,000 donation received from Volcom from their "1% for the Planet" Program
3. \$30,000 has been set aside in Reserve Fund per motion at April 2013 Board meeting
4. \$3,360 received from 64 membership renewals
5. Total balance of NBC revenues is \$336,251, of which \$269,228 is Temporarily Restricted and \$67,012 is Unrestricted

6. We will be using \$90,000 from Temporarily Restricted funds to complete the Hausman Foundation Upland to Tidelands Exhibit

Motion was made by Mmbr Vazirian to accept the Treasurer's report. Seconded by Mmbr Ellis. Approved unanimously.

### **President's Report**

Several items from Pres Cork's report were discussed:

1. Earth Day – A motion was made by Rob Ellis to thank the OCParks staff, Patrick McCaffrey, and NBC volunteers for all of their efforts in bringing about a very successful Earth Day celebration this year. Seconded by Mmbr Vazirian. All were in favor. It was agreed that a letter should be written by the Board President.

2. Bylaws - Mmbr Bryant reported that the 2013 Bylaws were successfully passed at the Members Meeting on April 24, 2013. He suggested that the new Bylaws be placed on the website and sent out to the members via Joe Naturalist. A correction was requested on the President's Report that the date of approval was April 24 not May 24.

There was discussion of the Membership Criteria referred to in the new Bylaws and who or what committee is now responsible to follow up on clarifying these, presenting them to the Board, and putting them before the membership for approval.

Peter Ridley noted that the Members Meeting to approve the Bylaws barely drew a quorum of voting members and involved no recently graduated Naturalists. He made the argument that the Board needs to pay attention to this problem urgently and made several suggestions about how we might go about this which he had previously written to several Board members.

3. Board Development Committee – A motion was made by Sec Fuhrer that the Board accept Pres Cork's recommendation that VP Fuhrer chair the Board Development Committee. Seconded by Mmbr Bertot. All were in favor. Mmbr Hayter and Sec Fuhrer are on the committee. Pres Cork needs to appoint two non-Board members. It was suggested that a notice be sent out to the membership requesting nominees.

4. Volunteer Development Committee – Pres Cork asked that the Board make a decision about whether to create and empower this committee as he has recommended. The Board decided to table discussion or any motion to this effect until after the Education Committee meets in May since questions remain about the need for this committee and how it would function.

5. Board Retreat - Pres Cork has made a strong argument for the need to do some long term planning and asked that the Board act on this urgently. It was suggested that the Watershed Coordinator should come to the next Board meeting and present an update of her work and how she envisions NBC's role in this respect in the future. Several other recommendations emerged from the discussion – that we set specific actionable goals prior to the meeting, concentrate on 3 or 4 items agreed upon ahead of time, that each committee give a report, that our history be reviewed, and that we talk about establishing a stronger mechanism of oversight particularly with regard to our finances.

The following motion was made by Mmbr Bryant: The Board agrees that we should continue the dialogue in planning a Retreat with specific actionable items on the agenda, agreeing in advance on the goals that we would like to achieve which will be discussed and determined at the next Board meeting. Seconded by Mmbr Vazirian. All were in favor.

### **Approval of 2013 Bylaws**

Already discussed under President's Report

## **Board Committees**

Already discussed under President's Report

## **Grants and Projects**

VP Fuhrer was prepared to discuss the Marisla Grant that he submitted in April and the Bayview Project that he has been managing but his reports were tabled due to lack of time.

## **Information Technology**

Following up on the Board's discussion at the April 2013 meeting, VP Fuhrer asked Mmbr Vazirian to report on what she had learned about whether Naturalist Paul Scionti will be able to help us with our problems with the NBC membership data base and other issues with the NBC computer and IT systems. Mr. Scionti has reportedly had surgery recently but she will follow up with him as soon as possible. This issue should be pursued urgently as it affects our fund drives and our communications with the membership, as well as information about NBC projects and other items stored on the NBC computer. If Mr. Scionti cannot assist us, we need to pursue other options discussed at the April Board meeting as soon as possible.

## **NBC Long Term Strategy/Retreat**

Already discussed under President's Report

## **Other Business**

Mmbr McCoy and Lucinda Wright, Chairs of the SoCalPAPA exhibition and sale, submitted budgets for the event based on expenses for last year and anticipated income from the artists' donations. A verbal report from Mmbr McCoy to Sec Fuhrer indicates that the planning process for 2013 is well under way. In 2012 the artists' donation to NBC was \$10,737.62 which represented 35% of the artist's sales less our expenses of approximately \$5,680.00. Most of NBC's expenses are for advertising, which we share with SoCalPAPA, and the Gala that we host for the artists on Friday night that is by invitation only.

Announcement was made that there will be a small informal commemoration for Betty Orbach at the Muth IC at 5:00 pm on May 15 where her name on the donor wall will be unveiled. The family welcomes old friends and volunteers who worked with Betty.

Mmbr Vazirian left the meeting at 7:25 pm.

The meeting was closed by VP Fuhrer at 7:28 pm without a quorum.

Respectfully Submitted,

Holly Fuhrer  
Secretary, Newport Bay Conservancy