

NEWPORT BAY CONSERVANCY  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
July 10, 2013 Back Bay Science Center  
OPEN SESSION

**Call to Order/Roll Call**

**Present:** Pres Howard Cork, VP Peter Fuhrer, Sec Holly Fuhrer, Treas Donna Flower, Cathey Bertot, Peter Bryant, Virginia Hayter, Dennis Kelly

**Absent at the time of Roll Call:** Debbie Moore

**Absent with Apologies:** Angie Vazirian, Rita McCoy, Rob Ellis

**Attendees:** Betsy Flynn

The meeting was called to order by Pres Cork at 5:40 pm.

**Secretary's Report**

Sec Fuhrer presented the Minutes of the June 5, 2013 Board Meeting. Mmbr Hayter made a motion to approve, seconded by Dennis Kelly. All were in favor.

There was discussion of whether the record of the Board Retreat on June 29, 2013 should be treated as official minutes or as a working report for the Board. Pres Cork suggested that he disseminate the important information from the retreat to the members and volunteers in the form of a President's letter rather than publishing the report or posting it on the website.

Motion made by Mmbr Bryant to accept the record of the Retreat as a working report for the Board, seconded by VP Fuhrer. All were in favor.

**Treasurer's Report**

Treas Flower presented the Treasurer's Report.

The Marisla Grant has been approved for \$25,000.00 specifically for a Volunteer Coordinator. Thanks to Peter Fuhrer, Chair of the Grant Writing Committee, for obtaining this grant which was increased from previous years by \$5,000.00.

The evening Pollution Workshop presented by the Research Committee on May 22 made a profit of \$122.00. The all-day Symposium on Pollinators on June 22 made \$500.00. Thanks to Peter Fuhrer and Peter Bryant of the Research Committee for organizing these successful events, and to Frances Cork and Judy Booth for managing the hospitality that was offered.

Sec Fuhrer reported that \$749.00 was raised from twenty-two volunteer donors to pay for a painting of the Bay given to Rita McCoy as a gift and for the party celebrating her service to the NBC on June 12. Thanks to those who generously contributed and to Donna Flower, Holly Fuhrer, and Frances Cork who organized and executed the event.

Mmbr Hayter moved to accept the Treasurer's Report, seconded by Dennis Kelly. All were in favor.

Mmbr Hayter requested that the Plein Air Event be taken up next on the agenda. Request granted.

## **Plein Air Event Planning**

Treas Flower reported that the planning for the Plein Air event scheduled for July 19-21, 2013 was moving along well. However, RSVP's from guests invited by NBC to the Friday evening reception are coming in very slowly with the soiree only nine days away. Several Board members indicated that they will be coming. Pres Cork went to a meeting on this date with the artists and the planning committee.

Mmbr Hayter suggested that in the future, we sign a Memorandum of Understanding with SoCalPAPA that delineates exactly what NBC will do and what the artists will do since it appears that NBC may be overextended with regard to serving the artists lunches all weekend as well as paying for the Friday night reception and half of the advertising that is handled by SoCalPAPA. The same should be done with OC Parks since they also play a role in sponsoring the event by providing the venue and they advertise it on their calendar.

## **Review and Conclusions of Board Retreat**

Pres Cork reviewed the results of the Board Retreat held on June 29, 2013 from 9:00 am to 4:00 pm at the Muth IC which was attended by eight members of the Board. A summary of the content and conclusions will be included in the next President's Letter.

## **Actions Arising from Board Retreat**

Pres Cork focused on the conclusions reached at the Retreat and whether the Board is now ready to move forward with these since there seems to be consensus among members. Board members agreed we should present them to the volunteers/members for their reactions and comments. Pres Cork wants to emphasize also the need for volunteer involvement in the implementation of our adopted plan.

Mmbr Hayter has agreed to Chair the Fund Raising Committee, provided the Officers and Board provide specific directions for her committee. She and Pres Cork agreed to meet to determine the specific tasks that need to be accomplished.

VP Fuhrer, as Chair of the Grants Committee, announced that the Pacific Life Grant of \$5,000.00 is coming up for renewal and suggested that it be designated for upgrading our teaching materials for our education programs. A motion was made to this effect by VP Fuhrer, seconded by Mmber Hayter. All were in favor. VP Fuhrer also reported that NBC may not be eligible for the Gimbel Grant again and that we need to find additional funding sources. Pres Cork noted that OneOC has a funders database which can be accessed in their offices that we are free to peruse. Mmber Hayter volunteered to do this.

With regard to Board capabilities and responsibilities, Pres Cork announced that he intends to solicit Board members and volunteers who would be willing to take on specific tasks – such as the updating of our information technology – rather than seek committee chairs which has been difficult.

## **Other Matters Arising**

Pres Cork reported that there are complicating issues related to the Watershed Coordinator position and budget. NBC has asked for a restructure ( NOT an increase) of the budget to allow for the reimbursement of outside contractors which Krista Sloniowski feels she needs, for example graphic

artists/communications specialists to generate communications materials. The grant manager has turned down this request even though there is excess money in the salary line that could be used for this purpose. He has offered NBC three options: 1. work within these constraints; 2. seek reduction in the scope of work; or 3. cancel the project. NBC's only recourse now is to request a meeting with the Assistant Director of the Department of Conservation to appeal this decision which Pres Cork and Ms Sloniowski intend to do.

Pres Cork reported that he and Ms Sloniowski had a meeting with Dave Kiff, City Manager, and Nancy Gardner, City Council Member, to discuss NBC's work in the Watershed. They expressed support of what NBC is doing and offered helpful input.

Mmbr Bryant made a motion to adjourn the meeting at 7:40 pm, seconded by Mmbr Kelly. All were in favor.

The Closed Session was called to order by Pres Cork at 7:40 pm to discuss agenda items

1. **Board Development**
2. **Staffing Strategy**

A motion was made by Mmbr Hayter to close the Executive Session at 8:20 pm. Seconded by Mmbr Kelly. Passed unanimously.

Mmber Hayter moved to resume the Open Session, seconded by Mmber Kelly. All were in favor.

Pres Cork called for a motion to accept the new staffing structure discussed by the Board in the Executive Session. A motion to this effect was made by Mmbr Kelly, seconded by Mmbr Bertot. There were no objections or abstentions. The motion passed unanimously. Pres Cork will write a letter to the members/volunteers announcing this decision and explaining the Board's rationale for it. NBC is utilizing an employment consultant at OneOC regarding every stage of this proposed transition.

Mmbr Bryant made a motion to adjourn the meeting at 8:25 pm. Seconded by VP Fuhrer. All were in favor.

Respectfully Submitted,

Holly Fuhrer, Board Secretary  
Newport Bay Conservancy