

NEWPORT BAY CONSERVANCY
AGENDA, BOARD OF DIRECTORS MEETING
Thursday, December 13, 2018, 5:00-6:30 pm, Muth Interpretive Center

Board Attendees: Randall English, Pam Winkler, David Waller, Josie Bennett, Joanna Taveres, Angie Vazarian, Julie Ferguson, Sherry

Staff Members: Heather Cieslak

Excused Absence: Ian Swift, Kimberly Bick, Tim Brown, Taylor Sais

5:08: Call to order/roll call: Randall English

5:22: Approval of minutes from the November Meeting: Pam Winkler

Approval of minutes from November meeting – motion by Derrick; seconded by Randall - unanimous

5:24: Fundraising Committee: Randall English

- Grant from Schneider Electric for bus transportation for school field trips
- Moving SOCALPAPA back to July due to low attendance of artists
- Interested in researching the installation of osprey camera and a camera on the roof of the Muth. Recommended reaching out to Pete DeSimone at Audubon Starr Ranch.
- Planning will
- begin for Gourmet on the Bay early in the new year. First task is finding a chef for the event. Joanna has a friend, Christian Krajacic the chef-owner of Pier 76 Fish Grill, who she would like to reach out to via email. Dave will send her the informational blurb about the event.

5:30: Restoration Committee Josie Bennett

- Don Millar has volunteered to lead a monthly Saturday ASL event. Randall suggests kicking this off on 1/5 as a possible first date.

5:42: Treasurer's Report: Pam Winkler

- Pam recommends streamlining Treasurer procedures and having multiple people working on finances so that we don't over rely on one person.
- Pam will need to replace herself from receiving funds from the front desk gift store now that she is the Board Treasurer.

5:47: Operations Report: Heather Cieslak

- All RFDs have been submitted and approved by SCC and awaiting payment.
- Big Canyon easement payment from the City of Newport Beach will be received shortly.
- Heather has identified the need to strategize an improved system for tracking staff hours for projects now that NBC staff has expanded.

- Currently looking into getting a staff debit card to make purchasing easier versus reimbursing staff with checks.
- Recruiting for seasonal staff for FiiN but there have been difficulties with hiring due to fact that the position is full-time but temporary.
- Donna Flowers was volunteering above and beyond as Treasurer and now that she has termed out of the Board we need to discuss adding capacity to cover bookkeeping and accounting needs of the organization. One OC offers a flat-rate accounting service is a possibility that Heather is going to investigate.
- NBC will be participating Mastercard Priceless campaign and it was recommended that we recruit a volunteer that can translate.
- OC Parks trail lighting is complete.

Motion to approve up to \$10,000 from unrestricted funding before 2019 budget is approved to invest in our accounting and financial resources and processes – motion by Derrick; seconded by Dave. – unanimous

6:17: Other business:

- World Wetlands Day - Maritime culture of First Americans is scheduled for 2/2/19 and will include a demonstration of building a reed boat and have an increase in ticket prices.
- We need to schedule the 2019 Board Retreat for long-term strategic planning for the Bay and are discussing dates. Heather will send out a doodle poll to the entire Board.
- Pam asked about whether Tracks could be converted to digital form. Heather suggested that we ask people if they would like to opt for a digital version and not necessarily stop printing hard copies.

6:35: Adjournment

Motion by Sherry; seconded by David.

For next month:

5:00: Approval of minutes from the October Meeting: Pam Winkler

5:10: Board Development Committee: Tim Brown

5:15: Education Committee: Tim Brown