

MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE FRIENDS OF SAUSAL CREEK
A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION
FEBRUARY 9, 2005

Board Members Present:

Sheelah Weaver, Acting President
Eric Havel, Acting Vice President
Diana Surber, Treasurer
Eleanor Dunn
Mark Rauzon
Michael Thilgen

Also in Attendance: Alisa Shor, Operations Manager, Kristen Hopper, Field Coordinator, Sally Kilburg, former Board member, Sue Morgan, FOSC member, Karen Paulsell, FOSC members.

Approval of Minutes—Deferred until next meeting.

Business Plan Update—Committees reported on progress of business plan sections. Linda is the main editor of the business plan and committees may need clarification from her regarding the format and depth of detail necessary for the document.

Financial Report—Diana presented most recent budget, broken out by program and by supporting grants. Budget shows an estimated projected shortfall of \$485. Diana also presented a historical overview of FOSC's financials. While expenses have varied from year to year, FOSC's general operations have been very consistent at \$50,000-\$55,000 a year. This includes two half-time positions, the newsletter, core education & outreach, nursery & field program. In order to continue to do what FOSC has been doing, the organization needs \$55,000 annually for core operations.

Alameda County Flood Control and Water Conservation District is working on a five-year budget for FOSC, rather than renewing it annually. However, most of the other grants currently funding FOSC are one-time grants. Other possible funders were discussed, including the possibility of receiving funding for the DWR project which was budgeted to include administrative costs. FOSC must be careful when applying for grants for new programs that will require new budget items. Focus should be on grants that will fund our current programs without layering costs. Priorities are to keep providing services at the current level, and after that, secure funding for the education program and additional programs.

Staffing—Alisa is resigning from the Operations Manager position and FOSC must find a new hire. At present and with current funding FOSC can fund a half-time person for 4-7 months, depending on the rate of pay. Linda and Diana, who have held two key officer positions, are stepping down from their respective posts. Tasks of these three people need to be written out, prioritized, and delegated when possible. FOSC is looking for leadership. FOSC's budget has grown, and the number of funding sources has grown. In turn, the task of managing the budget has become much more complex. Managing the budget has fallen largely on Diana's shoulders, who expressed that this level of management is not a job for a volunteer Treasurer, but rather an Executive Director. In addition, FOSC needs to begin to actively seek a Treasurer who can look at budget, present financial matters to the Board, and oversee that the budget is being well-managed by staff.

Staffing options and the possibility of hiring an Executive Director were discussed at length. It was decided that at this time and with current funding constraints, FOSC will seek an Operations Manger with budget

management skills who could take on many of Diana's tasks in addition to Alisa's key duties. The new hire may have the skills and desire to grow into the ED position after a probationary period, but a promotion will not be promised to the new hire. It should be the mutual desire of the new hire and of FOSC to make the position a full-time position as soon as possible. An ad hoc Hiring Committee will include Eric, Mark, Linda, and Kristen. Michael will consult with Kathy Kramer who may offer advice and suggest possible candidates.

Resolution: Board agreed unanimously to hire an Operations Manager on a part-time, probationary basis, with the intent to increase the position to full-time, and with the intent to hire an Executive Director. Although a promotion cannot be promised, the Operations Manager may be considered as a candidate for the ED position.

Elections and Slate of Candidates—The Board nominated and unanimously voted-on the slate of candidates:

Sheelah Weaver-Interim President

Eric Havel-Interim Vice President

Sheelah and Eric have agreed to serve as Interim Officers for up to 6 months. The Treasurer and Secretary posts are vacant and Board members to fill these positions will be actively sought. Kristin Ohlson and Sue Morgan were nominated and voted-on to be Board members.

Herbicide Resolution—Community response of the proposed herbicide resolution, and FOSC's role with in drafting and supporting the resolution were discussed at length. FOSC's intent of ensuring that the resolution is restrictive was stressed. FOSC's support of the resolution would be rescinded if language is changed to a point that the resolution would allow for irresponsible use, reduced restrictions, or if the requirement of an IPM plan is removed. This issue brought up a great deal of controversy in the community, and FOSC sees this as an opportunity for healthy debate. In hindsight, FOSC could have done more education and outreach before taking a firm stand on such a controversial issue.

FOSC will take the following actions with regard to the herbicide resolution: 1) FOSC will draft a position statement to be published and be forwarded to grass-roots organizations that oppose the resolution. This will serve to clarify FOSC's involvement and interest in the proposed resolution, and emphasize the restrictive nature of the resolution. 2) The next member meeting will serve as a forum for continued conversation on the issue. 3) Representatives will testify at public hearings on behalf of FOSC, based on FOSC's position outlined in the position statement. 4) FOSC will consider if a public meeting is necessary based on feedback and outcomes of the next monthly meeting.

Archival Files—Diana has sent an inventory list to Board members of FOSC files, many of which Sally had gathered over the years. Diana will be putting six boxes of files in the FOSC archives at Michael's office.