

MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE FRIENDS OF SAUSAL CREEK
A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION
MAY 12, 2004

Board Members Present:

Linda Morse, President
Sally Kilburg, Vice President
Diana Surber, Treasurer
Eleanor Dunn
Eric Havel
Michael Thilgen

Also in Attendance: Alisa Shor, Operations Manager and acting secretary.

Approval of Minutes—December minutes approved as corrected. January minutes are outstanding. April minutes approved.

Fundraising Committee/Proposal Update—

- California Fish and Wildlife is expected to grant \$5,000. Rich Morat of the Sacramento office and 2 sergeants are scheduled to go on a tour of the watershed with Sally, Michael, and Kristen. They have an interest in the Pallid Manzanita and will look well on upon a proposal for next year.
- Alameda County Fish and Wildlife has granted \$10,000. A proposal for next year could include plans for improving trout habitat.
- San Francisco Foundation has granted \$15,000 to the Education Program. This brings Ed Program funding to \$19,500.
- Alameda County Clean Water Fund proposal for \$20,000 was submitted but must be revised and re-submitted to show only K-12 program.
- LOI has been sent to Barnard Fain Foundation.
- Goldman Fund proposal will be drafted for general operating costs of \$20,000. Next year FOSC could consider submitting proposal for the entire cost of the Ed Program.
- Hass Fund—funding for Gwyan Rabhat's project will be determined by June 21.

Events/Workdays—Proximity of Earth Day and Julia Morgan School for Girls Work-A-Thon discussed. Changing the date of the Work-A-Thon to the winter is a possibility. FOSC will continue to request a donation from JMSG for putting on the event.

The importance of clarifying the program costs for large groups is discussed. Diana will work with Kristen to establish the services FOSC provides and the fees FOSC charges. The advice of Sarah Shaffer might be solicited and the Fundraising and Education Committees should also be involved in the process.

Creektober Fest—This proposed event would be held in partnership with Jean Quan's office and the Dimond Improvement Association. Board must commit to the event quickly so that there can be enough lead time for planning and organizing. A suggested date for the Creektober Fest is October 16th.

Goals of the event are to fundraise, gain publicity, and do outreach to the community. The event would be fair-like with informational booths and a schedule of events including talks on natives and restoration, tours of the canyon, kids' activities, music, etc. A native plant sale was also suggested. Food sold and served at

the event should be simple, easy to prepare. Many good ideas are suggested, and the importance of choosing activities that will be realistic to undertake was stressed.

Sally had a meeting with the president of the DIA. Businesses in the district may want to have booths or be involved in some capacity. The DIA is not able to support the bulk of the orchestrating; that is up to FOSC. The number of attendees would be difficult to predict. Insurance would need to be purchased for the event.

Outstanding questions:

- Can FOSC sell/serve beer at the event?
- Is there a rental fee for the park space?
- In what ways will the Office of Jean Quan support the event?
- Does FOSC have the human power to put on the event?
- How many person hours are needed to prepare and staff the whole day?

Board intends to move forward provisionally as the above questions are answered. The Creektober Fest subcommittee will outline the event and begin to estimate the amount of time required to produce it.

Volunteer and Donor Appreciation Event—To be held in the summer in conjunction with the grand opening of the new nursery structures. Dates for the event were discussed and will be decided upon.

Financial Report—Diana presented updated Projected Income and Cash Balance. She notes no significant changes from last month. The report does not include recently approved grants as the money will not come in until the next fiscal year. Diana will have a draft of the next fiscal year budget for the June Board meeting.

Restoration Committee Report—Ralph Kanz's Manzanita report has been revised and includes revisions recommended by the Board. The Restoration Committee has drafted a list of agencies and individuals to which the report will be disseminated. The Board will look at the final draft of the report electronically before it is distributed.

The Citizen Advisory Committee list for the Wildfire Protection and Assessment District was released at the last City Council meeting. Sally has been appointed and suggests a social gathering of the appointees to begin the process of learning about the issue. Sally is open to ideas and recommendations of the Restoration Committee.

Ralph Kanz, Martha Lowe, and Karen Paulsell generated information about a site to be developed on Crestmont in the Lion Creek Watershed and exposed previous oversights and an inadequate EIR. The information resulted in the City pulling the vote to approve development of the site from the agenda.

Board Development—The matter of Officer terms and elections was discussed. The terms of 5 Board members are up in August. The month of August is a difficult time to be having elections and an amendment to the bylaws is discussed in order to postpone the elections. FOSC must continue to look for new board members. Staggering the terms of incoming board members is discussed so that there is not a large drop off at one time. Initial one-year term for new members is also discussed. Sally will bring proposed amendments to the June meeting, including an amendment to defer election of Officers until February to allow time for discussion and decision making after the holidays. All 3 current Officers are willing to extend their service.

Voting on New Board Member—Sheelah Weaver is already serving on the Fundraising Committee and the Creektober Fest Committee. Sheelah is voted onto the Board unanimously.

Business Plan—Linda presents table of contents of the FOSC Business Plan on which she has been working. The business plan will include an overview of the organization, a 3-5 year strategic plan, and program and project highlights. Once completed, it may be submitted to potential funders. Linda requests Board involvement especially with the strategic plan. The Business Plan will be presented in draft form to Dick Spees at a near-term meeting for his suggestions and for him to see the progress of the organization in the last several months. The plan will also outline funding opportunities for expanding the Ed Program and creating another part-time position dedicated to volunteer outreach and field activities.

*Linda is praised and thanked for her tremendous effort and foresight in putting together the Business Plan.

AmeriCorps/Intern—The possibility of hosting an AmeriCorps volunteer is discussed. The right volunteer could take on the role of leading field programs, education programs and volunteer recruitment and free up Kristen to manage the nursery. Outstanding issues are securing additional funding, and ensuring the feasibility of the staff to adequately train, direct, and mentor the volunteer.

Closing Note—In the face of disturbing world events, the work of FOSC of bringing together community and restoring the land is acknowledged as important and hopeful.

Meeting adjourned.

Alisa Shor, Operations Manager and Acting Secretary