

MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE FRIENDS OF SAUSAL CREEK
A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION
SEPTEMBER 8, 2004

Board Members Present:

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

Also in Attendance: Alisa Shor, Operations Manager and acting secretary, Kristen Hopper, Karen Paulsell.

Approval of Minutes—August minutes approved as corrected.

Creek to Bay Day 2004—Discussion was held on purchasing food as Jean Quan's office will not be able to donate to the event this year. Funds are allocated to purchase food. Kristen presented spreadsheet of crew leaders and projects. Crew leaders are still needed and will be recruited at the next general meeting.

Financial Report—Diana presented revised FYE 6/30/05 Operating Budget which includes Rose Foundation money. The budget is similar to projections. Diana also presented a draft Profit & Loss for July 2003 through June 2004 which includes revised education program expenses. In total \$17,000 still needs to be fundraised: \$14,000 for the education program, and approximately \$3,000 for core operations. A detailed budget by program and funder is forthcoming.

A recent worker's comp audit was conducted. The case made by FOOSC to reduce the rate for the Field Coordinator position was rejected by the auditor who was adamant that time cannot be split into two rates to include the lower administrative rate. All of the Field Coordinator time must be charged at the higher rate. Diana will investigate the matter further. The rate charged for the Operations Manager position was increased by a nominal amount to better capture the scope of the work.

Herbicide Ordinance—Karen Paulsell presented Draft of Limited Herbicide Use in Vegetation Management for Fuel Reduction and Environmental Restoration and Sources of Information. Currently, the City of Oakland has a blanket ban on herbicide use on Oakland property, unless an exemption is sought from the City Council. Recently, members of the Wildfire Protection and Assessment District drafted a resolution to allow for the use of herbicides on eucalyptus and other species for fuel reduction. In response, members of the FOOSC Restoration Committee have drafted a resolution that includes the use of herbicides on invasive species. The Restoration Committee seeks Board approval on the proposed draft resolution which details the application method and target species for which herbicide could be used. The board discussed the draft resolution at length including research on the affect of glyphosate in the environment, circumstances that led up to the original ordinance, reasonable conditions and situations in which herbicides should be used, potential opposition from those that believe that the resolution would be more difficult to pass with the added environmental parameters, and the larger issue of an IPM plan for the City of Oakland and who would be hired to write the plan. Changes to #8 and #9 are suggested. It was noted that FOOSC's approach in being proactive on the matter by presenting the City with a draft resolution is an effective approach.

Action: Board voted unanimously that draft be submitted to Jean Quan as viable solution to herbicide issue. Cover letter will be drafted by Kristen and will be distributed to Board.

Watershed Project Technical Assistance Grant--\$2,000 remains from the technical assistance grant. The WP has agreed to pay for approximately \$700 of Jennifer Stanley's time for designing the FOSC brochure. Use of the remaining \$1,300 must be consistent with the original grant. It was decided to use the remaining funds to hire Joan Chaplick to help put together the business plan. It is proposed that she come to facilitate a meeting to discuss issues and about the business plan and work on finalizing the business plan with board comments.

There is a new round of tech assistance grants for up to \$5,000 from the WP. Through discussion with staff at the WP, Linda is putting together a proposal to put the FOSC fundraising plan in the framework of FOSC programs and funders.

Fund Development—Rose Foundation has granted \$10,000 to nursery and restoration efforts. Sue Morgan has about 50% of funding for this school year which means that she will be working as a contractor for FOSC three days a week. The program cost is \$55,000 and currently \$40,000 is funded. Sue has submitted a grant proposal to the Dean Whitter Foundation for \$15,000. This means that the FOSC budget is razor thin, and it is important to look forward to building up a reserve.

Education Committee—Training sessions for docents are underway. Classes are lined up for the Thursday program. The Tuesday program is being opened up to new classes. The programs are being taught in a way that conforms to the CA standards, and docents are being trained to include relevant material. Measuring and evaluation of the program will be assessed through testing given at the beginning of the year and end of the year to capture how much students have learned. Docents are still being solicited for help with the Tuesday program. Linda Morse will draft agreement with FOSC and Sue Morgan.

Board Development—Linda will contact Harry Schrauth to invite him onto the FOSC board.

Brochure—Draft of the brochure is discussed. Comments are made regarding design, photos, etc. Alisa will compile comments and continue to work with Jennifer Stanley to bring the brochure to completion by the end of September.

Resignation of Board Member—Linda read the resignation letter tendered by Sally Kilburg who will resign as Vice President and from the FOSC Board due to an upcoming move to British Columbia. Her resignation will be effective October 8, 2004. Sally has been an extraordinary force in the organization whose creativity and tenacity has been instrumental in shaping FOSC. The organization will move forward without Sally, but she is irreplaceable, and will be sorely missed.