Friends of the Dunes Board Meeting Minutes
Humboldt Coastal Nature Center
December 6, 2011, 6 p.m. – 8 p.m.

Board Members: Bill Weaver, Pamela Bell, John St. Marie, Mike Seeber, Trevor Estlow, Michelle Forys, Susan Penn, Tamara Gedik

Public: None

Staff: Emily Walter, Carol Vander Meer

I. Introduction of guests present
None

II. Approval of October board minutes
John St. Marie motioned to approve the October 2011 board minutes, 2nd from Mike Seeber, all in favor. Motion passed.

III. Public input
None

IV. Review of November Board Retreat Items
- Carol will draft a sample survey and Matt will review it. (in progress)
- Lisa will look into cycle of oil spill funding. (in progress)

V. Financial Report
The checking account has been very tight. This is due to having a lot of unpaid invoices. USFWS has changed to a new payment system that has not yet worked; once it is up and running several invoices will be paid.

ACTION: Emily should work with Bobbie to have grants/contracts that are 100% complete removed from the project report.

ACTION: Emily will put a list of end of the year solicitations in DropBox

VI. Discussion and possible approval of 2012 Budget
Pamela reviewed the draft 2012 budget.

ACTION: Health insurance needs to be added to the expenses.

ACTION: Emily will re-evaluate current grants/contracts for carryover into 2012.

A second draft will be submitted for review with a projector at the January meeting.

VII. Review of Draft Organizational Dashboard
Michelle handed out a draft dashboard and reviewed it. The board offered suggestions to improve the content.

ACTION: Michelle will update the dashboard with board suggestions to present at the January board meeting.
VIII. Preview of Draft Fundraising Plan for 2012
Carol reviewed the draft fundraising plan. Beach Ball planning needs to start ASAP.

**ACTION:** Carol will send out an email to solicit meeting dates for the Fund Development Task Force and Grants Task Force.

IX. Nomination and election of a new Treasurer
Tamara Gedik nominated Michelle Forys to the position of Treasurer throughout at least March of 2012, 2nd from Pamela Bell, all in favor. Motion passed.

X. Consideration of renewal of membership to the Northern Region of the California Council of Land Trusts
John St. Marie motioned to renew Friends of the Dunes membership with the Northern Region of the California Council of Land Trusts, 2nd from Susan Penn, all in favor. Motion passed.

XI. Proposal to work with Environmental Engineering students at the Humboldt Coastal Nature Center
The board gave Carol direction to work with HSU students to implement different projects at the Nature Center.

XII. Board development
Carol discussed the process of setting up a “blue ribbon committee” (another name should be chosen) of community leaders to meet and brainstorm suggestions for new board members to fill specific needs of Friends of the Dunes.

**Action:** Carol and Mike will meet to discuss a plan for carrying this out. Carol also distributed board fundraising pledge and contract.

**Action:** Board members will fill out the board contract and pledge (in dropbox) and return to Carol.

XIII. Upcoming events
- Trail Stewards planting day at HCNC – January 21st

XIV. Upcoming agenda items
- Health insurance group policy renewal in March
- Review of dashboard
- Review of Draft 2012 budget

Next Meeting: January 3, 2011 (6-8pm at HCNC)