Friends of the Dunes Board Meeting Minutes  
July 10, 2007, Stamp’s House, 7-9pm

Board Members: Bill Weaver, John St. Marie, Larry Oetker, Rose Patenaude, Pam Zeutenhorst, Ron Kuhnel, Nancy Ihara, Frances Madrone, Ron, Kuhnel

Staff: Carol Vander Meer, Emily Walter, Maggie Donavan-Kaloust

Committee Members:

Public: Denise Vanden Bos

January Agenda

I. Introduction of guests present
II. Approval of minutes
III. Public input
IV. Stamps Acquisition Update
V. Capitol Campaign
   - Phase I Update
   - Phase II Planning
VI. Stamps Renovation Project
VII. Upcoming Events
VIII. Questions/comments/announcements re: other committee activities
IX. August Agenda Items

I. INTRODUCTION OF GUESTS
Denise Vanden Bos – Development Consultant

II. APPROVAL OF MINUTES
Larry motioned for approval of June minutes as corrected, 2nd from Pam, all present were in favor. Minutes from June were approved.

III. PUBLIC INPUT
Carol received a letter from the Manila Community Services District asking FOD to submit a letter commenting on dune management directly around the community center.

ACTION: Carol will follow up with Willothy, a MCSD board member.

IV. STAMPS ACQUISITION UPDATE
Escrow Status / Final Funding Details
The deed for the Stamp’s property was signed July, 9, 2007. (champagne toast)

ACTION: Carol will create a press release and circulate to the board.

V. CAPITAL CAMPAIGN
Phase I update
   - $50,000 match met by community donations!
   - Waiting to receive $75,000 from NAWCA
   - Waiting for clearance of NEPA and NHPA
Waiting to receive $75,000 from NAWCA

**Phase 2 Planning**
Carol would like to hire a Capitol Campaign manager and has circulated a job description. The position will start at 30 hours a week at $17/hr. This position will take over the Development Assistant position.

*Larry motioned that Carol move forward with the HR committee and make a decision of hiring for the capitol campaign manager position.* 2nd from John, all present were in favor. Motion passed.

Carol mentioned that Tony LaBanca has been busy getting the advisory board together and that the advisory board will hopefully be involved with the Capitol Campaign.

**Review of Phase II Budget**
- Operation and capitol campaign funds should be kept separately.
- Larry believes FOD should set aside a % of Phase II Campaign funds for administrative costs. Allocating 5-10% administration monies from the capitol campaign is reasonable.
- Frances question is the development costs should be more than $50,000.
- Larry suggests getting AIA contract schedule in line with the capitol campaign.
- Carol wants to relook at the wage structure for employees and the possibility of increasing benefits.

*Pam motions to use approve the Phase I Capitol Campaign budget and use it as a guideline. If the budget is exceeded then the board will need to revisit it.*

**Discussion:** Larry suggests taking the $25,000 restoration funds out of the Capitol Campaign. Motion amended to take out the $25,000. 2nd from Nancy, all present were in favor. Motion passed as amended.

**VI. STAMPS RENOVATION PROJECT**
**Thank-a-Thon**
Each board member received several names of major donors to contact and inform them of the good news that the Stamps property has been purchased.

**Major Donor Party**
A low-key celebration for the purchase of the stamps property will be held on August 24th, 6pm at the Stamp’s house. Major donors will be invited.

**VII. UPCOMING EVENTS**
- **Dunesberry Deadline Aug. 1st**
  Major donors will be categorized when thanked in this issue
- **Member & Volunteer Appreciation BBQ August 29 at the Stamps house**
- **Board Retreat September 9**
  This will be at the Morris Graves Retreat Center and will be a lunch potluck. Tony will facilitate- Carol will write an HAF tap grant to cover expenses.

**ACTION:** Rose and Ron will help with retreat planning.
VIII. BOARD FINANCIALS
(See Pamela’s Report)

- WCB money should be allocated in August for the Miller property.
- Carol submitted a funding request of $16,000 to the McLean Foundation to help with costs of the conception plan for the new property.
- Still hoping to get Kresgy funding for LEED certification

X. QUESTIONS/COMMENTS/ANNOUNCEMENTS
None

XI. AUGUST AGENDA ITEMS
Advisory Board update – Tony
Retreat Planning
Donor Party
Member & Volunteer BBQ

Adjourn 8:50pm