

MINUTES OF A MEETING OF THE  
BOARD OF DIRECTORS  
OF  
FRIENDS OF THE ELEPHANT SEAL  
A California Non- Profit Corporation

A meeting of the Board of Directors of Friends of the Elephant Seal, A California Non-profit Corporation, was held on July 18, 2001 at 5:00 p.m. at the Cavalier Plaza meeting room located at 250 San Simeon, California.

The following Directors were present: Mike Levy, Susan McDonald, and Kathryn Karako, Ray Easton, Barbara Hernandez, Bill Johnson and Jutta Jacobs. Directors no present: Kerri Caserio and Steve Franz. Also present was recording Secretary, Judy Burley. Judy Burley was confirmed as recording secretary after The Board voted that she takes over the position for Jutta Jacobs. Michelle Roest From Monterey Bay National Marine Sanctuary was in attendance as a guest speaker.

President Mike Levy called the meeting to order. The Minutes were approved as read, a copy of which is attached hereto and made a part hereof.

Mike Levy presented a follow-up on docent Bob Stephenson's request to solicit donations at the Vista Point. Bob was contacted by phone and informed that the Board voted against his request. Any further contact he should have with Caltrans; he would not do as a representative of FES. It was decided that Steve Franz should send a letter to Bob notifying him that the Board has the authority to decline his request. Steve Franz will have the Board review the letter before mailing.

Mike Levy also suggested informing the Board members that a substitute representative could not be sent if they were unable to attend a Board meeting. A motion was made to approve; it was seconded and passed. The Presidents Report also stated Mike Levy and Steve Franz would review the current Insurance policy.

The Budget Overview, Balance Sheet and Profit & Loss Statement were handed out to each Director. A copy is attached and made a part hereof. There was no discussion at this time because of the absence of Treasurer, Steve Franz. The Treasurers Report will be presented at the next Board meeting.

The Staff Report by Susan McDonald included a discussion of the possibility of sending our policy statement to the Docents. The FES will limit advocacy to the Piedras Blancas Elephant Seal. The Board will decide on any issues requesting support of a political or environmental nature as they are received. The docents will be informed on the Boards decision to remain neutral until the issues have been brought before the Board. Susan McDonald is to bring these requests to the Directors attention at the Board meetings. Each request for support could be

followed up with a position letter. Ray Easton suggested a communications folder be passed around at each meeting.

Barbara Hernandez questioned protocol involving any Boards discussions of a sensitive nature. Closed sessions were mentioned, however the by-laws should be reviewed to verify that they are permitted. A decision was made to include a by-laws Committee when future Committees are set up. Other types of Committees mentioned were: Membership (i.e. To promote business memberships), Training: (possibly to include revising docent guidelines, mentoring, etc.)

Susan McDonald stated the current docent roster includes 60 active, 3 subs, and 4 special program docents. 10 docents are on vacation or on leave. As of Oct. 2001 there should be 77 available docents. This information was compiled after Susan received the letters sent to the docents requesting information of intent to return. New docent training for the fall was recommended.

A motion was passed to request 2 grants. The first was an Environmental Grant from County Supervisors for \$500.00. This is to be used for new packs and flip charts. It was decided Jim Neal would be asked to contact Jan Sport to help provide the packs. Jutta Jacobs will reach Jim Neal. If he is unavailable she will let Susan know. The packs should be ordered in a timely manner.

The second grant is for \$4,000.00. Visitor-Serving Grant from County Supervisors. This would be used for color brochures to promote the FES. Susan Aldridge was suggested as a graphic artist for the project. She may offer her services at a reduced rate. Lighthouse Litho would print the brochures. The many uses discussed included: Dispensing them to the Chamber of Commerce, motels, at fundraisers, and including them in our future Kindness of the Heart letters.

FES will continue to mail the schedules to the docents to facilitate getting the schedules done on time. It was decided that no Newsletters would be mailed to docents. FES will continue mailing Newsletters to the membership. At this time it was noted that docents should be members. At the training sessions this should be clarified to new docents.

Docent Mary Woodson has requested FES buys advertising in the Nipomo Library fund raising calendar. The cost was discussed: \$50.00 for a donor listing or \$15.00 per each entry on a specific calendar day. A decision was made to have Susan McDonald notify her FES would consider it next year.

Susan McDonald attended a meeting with Bureau of Land Management regarding a docent-training program for possible future tours of Piedras Blancas Lighthouse. BLM will team up with State Parks for this project. Tours would initiate at Hearst Castle and travel to the Lighthouse by van. BLM would like FES to be advisors.

Our docents may contribute information about E.S. at some point in the docent led tours. The Board will further discuss this when the program is further along.

Job Descriptions for the Executive Director and Office Coordinator were given to each Board Member. A copy is attached and made a part hereof. Susan McDonald also provided copies of the Bylaws to the new members.

Michelle Roest from the MBNMS was present to discuss 2 items. The first was the Caltrans proposed re-alignment of Highway 1. This was discussed at the last Board of Directors meeting. Michelle provided the meeting minutes of the Project Development. They are attached and made a part hereof. The re-alignment is needed due to erosion to the areas just south of the Piedras Blancas Lighthouse, past Piedras Blancas Motel to Arroyo De La Cruz. Michelle stated there was interest by some groups to increase public access to the beaches as the erosion control is implemented. Caltrans is not aware of the seasonal nature of the hauling out sites of the E.S. and may need help in timing any work in these areas. The Board of Directors may possibly address this issue with a letter to Caltrans regarding the re-alignment and public access projects and their impact on the E.S. A Motion was passed that Susan McDonald continues to investigate this project and report to the Board.

The second issue concerns MBNMS request for funding from OCEAN Funds for the FES continued work at Arroyo Laguna redirecting visitor to Vista Site 3. Arroyo Laguna has had incidents of harassment to the E.S. hauled out there. They are visible from HWY 1 and tourists are tempted to climb over the gate and approach the seals. To continue this "soft re-enforcement"; the requesting funds would be used to hire and train special interns. The interns will be paid \$10.00/hr. for 15 weekends, plus one day of training, for a total of 31 days. One of the interns would work with a docent at each shift at the site. A copy of the request and the approval from OCEAN Funds were given to each Board member: they are attached and made a part hereto. FES will pay interns to work at Arroyo Laguna as independent contractors. Students from Cal Poly were discussed as possible interns. There would be an interview and training session. Ray Easton questioned any liability to FES. A discussion followed regarding a contract to be signed by the intern deleting liability to FES. Michelle will check on the liability and suggested MBNMS may manage the contracts. It was decided a committee should be established to interview and hire applicants. The committee should include members of MBNMS and FES. Michelle will return will more information.

Kathryn Karako discussed the need for new equipment for a more complete census. A list of possible equipment to be purchased and the cost was given to each Director. A copy is attached and made of part hereof. A discussion followed regarding possible donations of equipment. It was decided the new equipment use should be limited to those able to operate and care for it properly. The internal use for the census information was discussed. Research agencies could

also use the information gathered, such as: injured animals, deceased pups, tagged animals and shark bites. Kathryn will follow up at a later Board of Directors meeting.

Kathryn Karako presented the subject of committees. Kathryn handed out copies of a tentative training schedule (with possible committee members) to each of the Directors. The Board approved the schedule. A copy is attached and made a part hereof. A list of docents for the Training Committee was discussed. Kathryn will contact the docents decided upon to see if they are interested in becoming members of the Training Committee. It was decided the next training should include more information on the Elephant Seals. A possible post-education class for docents could include topics such as: Eco-systems, dunes, etc. The Directors noted the need for a sub-committee involving mentoring. Other types of committees' needed and possible members will continue at a later Board of Directors meeting.

The next Board meeting will be on Wednesday, August 15<sup>th</sup> at 5:00 p.m.

The being no further business to come before the Board, the meeting was adjourned at 7:30 p.m.

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JUDY BURLEY, Recording Secretary

Attest:

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MIKE LEVY, President