

**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 August 15, 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, Steve Franz, Jutta Jacobs, Kathryn Karako, Bill Johnson, and Kerri Caserio. Directors not present: Ray Easton and Barbara Hernandez. Also present was Judy Burley, Recording Secretary. 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 the proposed letter to be sent to docent Bob Stephenson. It was reviewed by the Board. A motion was made to approve. It was seconded and will be sent to Bob. A copy of which is attached hereto and made a part hereof.

The Directors received a copy of an estimate from Estero Bay Screen Printing for Tee Shirts. A copy of which is attached hereto and made a part hereof. The total cost was \$ 885.60 and would retail at double that amount. Steve Franz suggested we print our own shirts with our logo. The Board considered adding Baseball Caps with the F.E.S. logo also. The caps and tee shirts will be sold in the office at San Simeon and displayed at a KIOSK with instructions that they are available in the office. The motion to approve was made and seconded. Steve Franz will place the order for both.

Steve Franz reviewed the Balance Sheet as of 08-05-01. The balance in checking account was \$ 9,712.27. The cash flow was Okay. Steve did point out there was still a need for fund raising efforts. The bank account at Mission Bank in San Luis Obispo is now closed. Copies are attached hereto and made a part hereof.

Susan McDonald received a call from Charlotte Alexander who is working with Chevron. Chevron will be here 10 years while cleaning up downtown. They are looking for groups who would benefit from their donations. Susan will meet with them on Monday, August 20th to discuss future needs of the F.E.S. The Board discussed some of the possible items that could be suggested at the initial meeting with Chevron. Michelle Roest discussed the amounts that might be available, the range was \$10,000.00 to \$20,000.00. F.E.S. should be ready with future projects for requested funds.

The Board noted there would be no endorsement of Chevron by F.E.S. Michelle Roest reported the projects should involve public outreach to interest Chevron. At the initial contact with Chevron, finding out what they

are funding would be helpful. Susan requested any ideas from the Board that she might be able to present if needed at the meeting with Charlotte Alexander. Some of the projects discussed by the Board included:

1. Windbreak of some kind at the Vista Point. Susan suggested a van which could be used to transport docents, provide shelter and allow storage of supplies and equipment at the site. Another benefit of the van would be its use in any Outreach Program. It may be used as an "Educational Van" at slide show presentation and school tours. The continued maintenance might be factored in also.
2. A donation to the Boardwalk was another possibility. \$50,000.00 is still needed to fund the Boardwalk at the South End.
3. Placing a life size statue of a male elephant seal at the Vista point with a plaque acknowledging Chevron. Cal-Trans and the Hearst Corp. would also have to approve.

Susan submitted a letter to be sent to the docents regarding F.E.S. endorsement/support policy. A copy of which is attached hereto and made a part hereof. The letter was reviewed by the Board with an addition by Michelle Roest. She suggested we let the docents know they may approach the Board with any requests for endorsements.

The School Tour Report was presented to the Board by Susan. Since the report was written, an additional 150 students have been seen. A suggestion was made by Susan that F.E.S. should acknowledge all Joan Glassey and Sharry Mullers hard work. A copy of which is attached hereto and made a part hereof.

Susan asked the Board to consider an Assumption of Liability form and proof of insurance record be kept on record for each docent. The first class has this information on file, but no classes since have been asked to sign a form. The insurance carrier has requested the release of liability and proof of insurance in the past. The Board suggested to approach the new docent training classes, possibly at first contact. The forms could be tied into the new training packages. Past docents who have not completed a form could be notified that the enclosed form is a request from our insurance company. The issue was voted on and approved by the Board Members.

The folder containing support requests by Ocean Future Society regarding Global low frequency sonar and a brochure from Phillip Morris were reviewed by each Director. It was decided not to act on them.

Our guest speaker, Michelle Roest from the Monterey Bay National Marine Sanctuary followed up on her report regarding Team OCEAN Funds. The request from F.E.S. was to have the funds come through MBNMS to alleviate F.E.S. having to manage the payroll. There is a limit to how much funding a Foundation can receive from a single source. The MBNMS can't accept anymore monies to fund the Arroyo Laguna Project. The training of the paid staff should coincide with the new docent training program. Kathryn Karako reported the Census Training Program needs research people. Michelle thought independent study students might receive credit for helping with the Census. Michelle will draft a letter to Cal-Trans regarding the realignment of Highway One and the impact on the elephant seals. Any future correspondence will include F.E.S. on their mailing list.

The Committees discussed and the Chairman and Co-Chairman are as follows:

FUND RAISING COMMITTEE: A motion to approve Steve Franz as Chairman and Mike Levy as Co-Chair was approved. Kari Caserio and Jutta Jacobs will be included on this committee. Susan has some ideas and information she will give to the committee. Barbie Butz was suggested as a good member to help with the fund raising.

5 YEAR PLAN COMMITTEE: F.E.S. needs a picture of where the corporation is headed in the future. This will benefit any requests for grants. A motion to approve Bill Johnson as Chairman was approved by the Board. Mike and Michelle will be included in this committee

to draft a Strategic Plan.

DOCENT GUIDELINES: Ray Easton was suggested as Chairman, he will be asked to head this committee. Bill Johnson will work with Ray.

DOCENT MEETINGS/CONTINUING EDUCATION COMMITTEE: A motion to approve Kathryn Karako as Chairman and Barbara Hernandez was approved by the Board. Michelle will also be involved with committee.

Each committee should have a Board Member as its Chair. The By-laws will be reviewed by the Board instead of a specific committee.

The Old Business included a report by Jutta Jacobs regarding donation of docent packs by Jans Sport. Future pack requests need to be done sooner each year because of the Back to School requests at the same time. Steve Franz will look into buying packs wholesale for F.E.S. He will report next meeting with a price.

Ben Boudin should be contacted to make a change on the F.E.S. website to allow E-mail address to be entered. This information could be used at future fund raising efforts. The membership application on the website needs to be shorten to facilitate more returns.

There have been ongoing problems with the slide projector on site. A possible dry run in the office before using might be a solution. Susan and Judy will contact docents using the projector.

New Business included a suggestion to give the trainee's the Elephant Seal Book instead of having them purchase it. The Board is to fund the cost. Previous docents may need to approve. There was no vote on this issue.

Michelle announced the Coastal Clean-up will take place on Sat., Sept. 15th from 9:00am to noon. There will be a Thank You BBQ following. The MBNMS will contribute the food and the Ca. State Parks will feed the volunteers. There will be a raffle. It was decided that F.E.S. should donate a book and video for the raffle.

The next Board meeting will be on Wednesday September 17th at 3:00 p.m.

There being no further business to come before the Board, the meeting was adjourned at 7:00 p.m.

-----  
JUDY BURLEY, Recording Secretary

Attest:

-----  
MIKE LEVY, President