

MINUTES OF A MEETING OF THE
BOARD OF DIRECTORS OF
FRIENDS OF THE ELEPHANT SEAL

A meeting of the Board of Directors of the Friends of the Elephant Seal (FES) a California non-profit corporation was held on Wed. June 17th, 2009 at the Cavalier Plaza meeting room located at 250 San Simeon.

Directors present: Mary Lee Becwar, Ken Dunn, Megg McNamee, Sue Bourdeau, Dave Dabritz, Brandt Kehoe, Jim Brownell, Kathy Hurrele and recording secretary Judy Burley. Guests: Leander Tamoria, Ca. State Parks Supervising Ranger and Terry Damerel of the Burton Inn.

A correction was made to the April 2009 Board minutes adding George Larson as present. A motion was made, seconded and passed that: The minutes from the April 2009 FES Board meeting are approved.

A proposal of an Elephant Seal Festival to be held in Jan. 2010 was presented to the Directors by Terry Damerel, owner of the Burton Inn in Cambria. The festival is proposed as an annual event that would increase tourism during the winter. She asked that the FES Board become a partner of the event. FES would have no liability for the funding or during the event. The income FES would receive from the festival will be from the sale of FES items at an educational booth. Terry has spoken with Nick Franco of Ca. State Parks and has their approval of the venue and the event. Some of the concerns included FES liability, fire protection and parking. Mary Lee will search for more information on past festivals. Mary Lee will contact the Directors by email with further facts on these events. A vote may be taken at that time. Terry would like a letter stating that FES will be a partner in the project.

FES has received many requests for support of the non closure of Ca.State Parks. The Board discussed the initiative to halt local park closures. A motion was made, seconded and passed that: FES supports the initiative to halt the closure of Ca. State Parks and will send a resolution stating this support. The Board will also notify the FES docents of the initiative and give them information to join the effort if they choose.

The 2010 docent appreciation dinner has a tentative date of Jan. 9th, 2010. Linn's will be contacted by Judy to cater the event. The Cambria Vet's Hall will be reserved. Further planning will take place at a later date.

Michele Roest was nominated to become a member of the Board of Directors of the Friends of the Elephant Seal. She was unable to attend today's meeting. A motion was made, seconded and passed that: Michele Roest becomes a member of the Board of

Directors of the Friends of the Elephant Seal. Her term will begin in Sept. of 2009 for a 27-month period.

Mary Lee has not received a response from Kathryn Karako about speaking at the August docent meeting and potluck. Mary Lee is hoping to coordinate a date for the event with her. Judy will contact the Vet's Hall to set aside an August date.

Megg McNamee gave each Director the Income and Expense by Month information in a new format. She has used a graph for each category. The Board would like to also continue with a Profit and Loss Previous Year Comparison. An updated QuickBooks Program has been installed and Megg will meet with the FES accountant, Bob Stimmel to discuss changes. The Board received a report from the May 25th meeting of the Budget and Finance Committee. It was decided that a tax audit was not mandatory or necessary at this time. Judy will contact Bob Stimmel to ask if he could do a less costly review. The committee has asked Megg, Mary Lee, Ken and Judy to complete an Annual Budget and provide a copy to the Board. A copy of the Income and Expense report and the Budget and Finance Committee report are attached hereto and made a part hereof. Megg and Judy placed the educational/donation table at VP3 this past month. The results were very positive. Many questions about the seals were answered and donations were received. The Board would like to continue the program.

The Board began a discussion of the FES Planning Retreat held on May 19th, 2009. The discussion items are as follows:

Docents who fail to show for their scheduled shifts will be contacted at that time. The office staff will ask if there had been a problem with scheduling. Judy felt missing shifts had not been a problem.

There will be a tracking of docents who leave the organization. The information about why they left and their experience as an FES docent will be useful. The exit calling will begin from this date forward. No calls will be made to prior docents. Diana will make the calls and keep the data on file.

The Board will consider a non-docent volunteer or "Observer" position to be a one time visit with a training committee member to the bluff to observe the docent program. This will be for volunteers who have expressed an interest in the program, and who have completed an application, but will train at a future date.

The "On-Demand" or continuous training will not be used at this time. All applicants will be processed in the current way. Kathy Hurrle stated that the training committee will meet in July and discuss the issues brought up at the Strategic Planning Retreat.

The Board will ask Joan Crowder to organize a specific list of the how each docent can earn and how to report their hours. She will include the list in an upcoming docent letter. A Board member will discuss the hours earned and the need to report them at docent gatherings.

It was decided that it will not be mandatory that all docents become FES members. Mary Lee will compose a letter to be included in a docent mailing that encourages them to become members to help sustain the organization. The Board President will speak at the fall training and suggest that the new docents consider joining to help in facilitating our sustainability. The Training Committee will also recommend the new docents become FES members at the initial interview.

Judy noted that a Suggestion Box was in place in the office in past years. It was not used by the docents. In an attempt to give the docents the opportunity to give suggestions, Joan will be asked to put a "Monthly Question" in the docent letter. The docents can email their response to the office.

As some of the docents leave active duty on the bluff, FES will let them know they can volunteer in other capacities. They should be encouraged to help with the office, power point presentations, educational booths, grant writing or school tours. The Outreach Program offers many opportunities.

Brandt Kehoe suggested an Annual FES Membership Meeting. The Board would like to open up the August docent meeting to the membership. The President and Treasurer would give a brief report at this meeting. The meeting will be organized as in the past.

Brandt will contact Ca. State Parks and inquire about placing an Information/Donation box at the viewing area. It will hold information about the seals and also contain a place for donations. He will report back to the Board.

The Strategic Planning session included a discussion on an "All Giving Board". The Board is not in favor of a monetary "All Giving Board". The Directors agreed that the Board already operates in this manner with monetary and in kind donations. They will continue to explore other ways of increasing revenue.

The agenda for the FES retreat was sent to Tim Duff of the State Coastal Conservancy. Tim worked with the Board on the grant that was received in the amount of \$ 40,000.00. Billing on the grant has been suspended. Tim would like a preview of any further agendas for future FES planning sessions. Ken Dunn will contact Tim and ask if he can attend a future FES Board meeting.

Kathy Hurtle has completed the evaluation of the recent trainees. There was a meeting in late May of the training committee. George Larson will ask the fall mentor volunteers to do a "fine tuning" of established docents. Any docent may participate if they are interested. Some of the advertising for docents last fall was not helpful; Jim Brownell has cut back on ads for this year.

Judy has completed and mailed the MBSF grant application. Judy contacted Lee McFarland, a teacher at Cal Poly, about renting a storage unit. She will begin the process of moving some of the archived items from the office. She also discussed the possibility

of a student intern to help FES with grant writing and the Access program. A senior project has already been arranged to assist FES with the membership and docent Access databases. The office is also investigating the possibility of designing and printing postcards. FES may wholesale the cards to local merchants.

Dave Dabritz and Sue Boudreau were acknowledged and thanked for the support. Their Directors terms have ended and the Board appreciates their service to FES.

The next FES Board meeting will be held on Wed. July 8th at 1:00 p.m. at the Cavalier Plaza meeting room. There being no further business to come before the Board the meeting as adjourned at 3:30.

Mary Lee Becwar, President

Judy Burley, recording secretary