

**Friends of the Elephant Seal  
Board Meeting  
February 15, 2017**

**Board Members Present:** Dave Bauer, Bill Goodger, Bob Grosse, Lynette Harrison, Mary Forbes, Christel Chesney Polly Tatton, Tim Bridwell **Also Present:** Dawn Fiegel, Lisa Harper Henderson, Stephen Beck.

**Board Members Absent:** None

**Open:** Dave Bauer called the meeting to order at 1:00 pm.

**Minutes:** A motion was made, seconded, and passed to approve the January 18 Minutes.

**Board Vacancy:** Dave Bauer announced that Abby Adams had resigned from the Board effective today. Additionally, Dave's term of office would expire at the end of the March 15 Board meeting and he would be resigning as of that date. Dave Bauer noted that Stephen Beck was the next person on the list of desired FES members nominated by the Board and would be an excellent Board member if he accepted.

## **REPORTS**

**Parking in Emergency Vehicle Spaces:** Dave Bauer advised the Board that FES members were not to park in any of the Emergency Vehicle spaces at the bluffs including the one next to the handicapped parking area at the South End. Table and School groups are welcomed to use the areas at each end of the parking lot marked by the traffic cones.

**Finance Committee:** Tim Bridwell reported that the Finance Committee had complete the filing of tax returns for 2016. Tim advised that the tax returns differ from the FES Financial Reports with respect to investments in that the tax returns show paper value only of FES investments while the Financial Reports use an estimated current value of the investments, designed as '*unrealized value*' so that there is a more accurate representation of the true worth of FES assets. For example, if a Mutual Fund were purchased for \$40,000 the tax returns would continue to show the paper value of \$40,000 until the investment was sold or liquidated while the financial reports would reflect the value of the investment at current market value, for example \$43,400 reflecting interest accrued to date.

**Treasurer's Report:** Bill Goodger present the final financial reports for 2016 as well as the 2017 reports as of February 11, 2017. The closing balance as of December 31, 2016, was \$127,917. The balance as of February 11, 2017, was \$127,505.

**Sick Pay Policy:** Tim Bridwell briefed the Board on the requirement to provide Sick Pay to part-time employees in accordance with State Assembly Bill 304, effective 1 July 2015, and the required sick pay was in the amount of 3 Days Sick Days per year due in a lump sum at the beginning of each year. Tim advised that FES had not paid any of our employees sick leave for 2015, 2016 and 2017. Tim read a draft of a planned letter to our employees explaining the sick leave requirement and moved that the Board authorize payment of a gross total of \$5112 minus

FICA and income tax to cover the accrued back payments. The motion was seconded and passed.

**Publications:** Mary Forbes advised that the publication committee was preparing an “Among Friends” newsletter to be released April 3<sup>rd</sup>. She read a list of the tentative articles to be included in the coming edition.

**Research:** Bill Googer made several presentations on e-seals:

a. He showed a video “*Bilbo’s Journey*” prepared by the Marine Mammal Rescue organization showing a young male seal, *Bilbo*, being released at Cappuccino Cove after rescue and treatment.

b. He showed a video of a elephant seal discovered at a beach in Panama—the first such sighting ever there. The seal was tentatively identified as a Southern Elephant Seal, many thousands of miles from its customary environment

c. He distributed an abstract on a study of seals at Piedras Blancas planned by Dr. Heather Liwanag of CalPoly SLO.

d. He presented a summary of data on male elephant seal counts in the Piedras Blancas area during 2015, 2016 and 2017 mating seasons.

**Training:** Polly Tatton reported that there are five potential trainees for the spring training class to be held March 11 and she asked Lisa to send out an e-mail to docents inviting them to attend the class as well. She presented a newly revised schedule on mentoring session procedures and expectations.

**Table:** Christel Chesney observed that table sales were rained out during many of the days in January and so far in February.

**Membership:** Dawn Fiegel discussed the membership committee activities and listed the many tasks that were involved in membership recruiting and processing. She noted that many new memberships are being received on line and stated that her goal was to process each of them within 10 days.

**School Groups:** Dave Bauer noted that Tim Bridwell was currently assigned as chair of the Schools Committee but had a number of other Board responsibilities. He recommended finding another chairperson. Lisa Harper Henderson agreed to work with Peter Firth in managing the school program. It was suggested that if Steven Beck accepted membership on the Board, he would be a good chairman.

**Staff Reports:**

a. Dawn reported that a new desk top computer for the office has been received and she planned to have it loaded with FES programs and ready for use by Friday.

b. Lisa reported that the Docent Appreciation Dinner last Saturday was well attended and she had received many positive comments about it. A general discussion arose with the Board members

consensus that the dinner was highly successful and enjoyable.. Lisa reported that she is continuing interviews with docents and will provide feedback to the Board when finished. She requested that the Board members complete the list of docents they are willing to contact; she will send out a reminder to Board members who have not completed this yet.

### **Specific Discussions: Old Business/New Business:**

**1. Bylaws Update:** Tim Bridwell reported that he, Dave and Lynette had met several times since the January Board meeting to complete revisions to the Bylaws. A copy of the Bylaws was distributed electronically the day before the Board meeting. In order for Board members to digest them, Tim made a motion for the Board to review the proposed Bylaws and provide response to Dave Bauer electronically approving or rejecting them as written. The motion was seconded and approved.

**2. Policy Manual:** Since the proposed Bylaws have a reference to a FES Policy Manual, it was agreed that a policy manual needed to be completed as a matter of priority.

**3. History Project:** Lynette Harrison reported that the History Project at present has about 50 pages of FES history beginning with the history of seal hunting to the appearance of the e-seals at Piedras Blancas in 1990 and the formation of the FES organization because of the need for safety and protection. Lynette reported that the scope of the program is being changed to produce a pamphlet including information on becoming members, that can be distributed to members, docents and other interested persons. The goal is to have the pamphlet available for publicity as part of the 20<sup>th</sup> Anniversary. She reported that the planned interviews with persons familiar with the history of FES will continue in order to capture the information while the people are still available. Michele Roest will be at the March meeting to report further on the History Project.

**4. Change of Board Members; Bank Requirements:** Dave Bauer reported that along with the changing of Board members and officers, our bank requires documentation in the form of minutes from a Board meeting in which the new officers are formally approved and will require signatures from at least three persons including President, Treasurer and Secretary with other Board member signatures as desired.

**President's Report:** Dave Bauer reported on a number of areas:

a. Binoculars – Two pairs of binoculars have been purchased to be used by interns performing research on the bluffs.

b. **Unscheduled Docents:** Dave reported that a policy letter is being drafted to send to all docents advising them that appearance on the bluffs as FES docents must be for scheduled shifts. Docents who want to go to the bluffs outside of their scheduled assignments to informally guide friends or relatives are welcome but must not appear in the blue jackets, vests, or other indicia clothing that would give the public the impression that they were representing FES.

c. **Executive Session:** Dave advised that there are several items of business for the Board meeting in March that will probably take extra time to process. He requested that Board members be present at noon, Wednesday, March 15, so that the Executive Session could use the hour from 12-1 before the beginning of the regular open meeting.

**Adjourn:** The meeting was adjured at 3:05 to go into Executive Session.

**Next Meeting:** The next Board meeting will be **Wednesday, March 15, at 1:00 PM with the Executive Session beginning at 12:00 PM.**

Acting Secretary,

Bob Grosse