

MINUTES OF THE BOARD OF DIRECTORS' MEETING OF THE FRIENDS OF SAUSAL CREEK
A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION
AUGUST 11, 2004

Board Members Present:

Linda Morse, President
Sally Kilburg, Vice President
Diana Surber, Treasurer
Eleanor Dunn
Eric Havel
Michael Thilgen
Sheelah Weaver

Also in Attendance: Alisa Shor, Operations Manager and acting secretary.

Approval of Minutes—July minutes approved as corrected. January minutes are outstanding.

Creek to Bay Day 2004—Projects will include work in Dimond Park, Dimond Canyon, and Joaquin Miller Native Plant Nursery. In addition, special emphasis will be placed on work at the FOSC pallid manzanita site. Alisa and Board members will pursue the possibility of having lunch donated, or of purchasing lunch at a discount from a local restaurant.

Financial Report—Financial Statements are not yet complete for June or July, but expenses have been routine and there are no major changes from the projections. Diana has been focused on a worker's comp audit by State Fund. She is presenting to them an argument that Kristen's work should be billed at the lower cost clerical rate rather than the landscaping rate.

Diana presented the Operating Budget FYE 6/30/05 detailing income and expenses. The FOSC budget will double this year with approximately one half going to core operations, and approximately one half going to the environmental education program. There is a projected shortfall of \$26,000 which will need to be fundraised for next year.

Glenview school has committed to having Sue Morgan for two days/week, so FOSC would need to commit to contracting Sue for 3 days/week. If Rose Foundation money comes through, FOSC may decide to allocate additional money to the education program. Depending on the contract terms established with Sue, FOSC may decide to have Sue use part of her program time to fundraise towards perpetuating the ed program.

Restoration Committee Report—Committee has not met since last Board meeting. Kristen is interested in contracting out planning work for the six sites program, recently renamed the Biodiversity Project. Specifically this would mean allocating approximately \$2000 for survey, mapping, and planning assistance. Currently, there is not extra money available, but if the Rose Foundation or other money comes through, the board is in general agreement to earmark money for a contractor.

Kathy Kramer has approached FOSC to have the Dimond Canyon Demonstration Garden included in the Bringing Back the Natives Garden Tour and has been told that FOSC would participate. The restoration committee has been engaged in some discussion on the listserv about the resources involved in preparing the demo garden for a tour. Using the tour more effectively as an outreach tool was discussed. Kathy has also been

in discussion with Kristen about having the Joaquin Miller Native Plant Garden included as a tour site which may garner additional attention and introduce people to the process of propagation and restoration.

Action: Board voted unanimously to endorse inclusion of the Demonstration Garden and the Joaquin Miller Native Plant Nursery in the Bringing Back the Natives Garden Tour.

Fund Development Report—Committee is going through transition as Sally will be stepping down from the committee. During the transition Sally has a few people in mind who might get involved in the committee. The committee would like to send out 3-4 proposals for next year. The letter to realtors is also a priority for the committee to complete. The importance of reactivating progress with Dick Spees' recommendations in parallel with grant writing was discussed.

Creektober Fest has been deferred until next year, but planning for 2005 should begin in January. An ad hoc committee will be formed to tackle the issue and begin planning far in advance with the support of Jean Quan's office and the Dimond Improvement Association.

Sue has proposals that she would like to send out with Board approval.

Action: Board voted unanimously to submit \$15,000 grant proposal to the Dean Whitter Foundation co-signed by an officer and Sue Morgan.

Action: Board voted unanimously to submit \$1,950 grant proposal to the Friends of Oakland Park and Recreation.

\$2000 remains in the technical assistance grant from the Watershed Project. Its use needs to be related to the original scope of the grant. FOSC has been encouraged to apply for the next cycle of the tech assistance grant due Sept 30 for up to \$5,000. A possible use is for these grants is on the Business Plan, especially Section 4. Linda will come up with some additional ideas for use to be presented at the next Board meeting.

Education Committee—Committee will begin meeting regularly on the first Thursday of every month from 5:30-7pm at JMPN through October at which point a new location will be decided on. The ed program for fall and spring will consist of two main programs. The Tuesday program will be the Sausal Creek Explorers in which students come for two visits, once up to the nursery and once to the creek in the winter/spring. There is an ongoing debate about back to back visits vs. seasonal. On Thursdays, 3-4 sections will come back monthly for 8 visits. Much of the teaching is part of core standards and docent training will focus on making sure that core standards are covered. Currently new docents are being recruited to lead the Tues program which is routine. Veteran docents will lead Thursday programs.

The committee is beginning to look into the ways in which the program's success can be evaluated. Committee members will look at the grants so that the evaluations are in line with what the funders expect to be reported. The importance of more exchange between the restoration committee and the ed committee was expressed.

Board Development—Linda has followed up on potential board members that were suggested by Dick Spees. Additional potential Board members were discussed. The formation of an Advisory Board is a potential project and there are already candidates in mind.

FOSC Newsletter and Listserv—FOSC is often asked to publish information of other groups in the newsletter and listserv. Appropriate material and information for publishing by FOSC was discussed. It was agreed that the newsletter is a dedicated forum for FOSC matters. Publishing information and events on the listserv with

close relation to the watershed is appropriate. It was suggested that a monthly email serve as a catch-all for announcements and events of groups outside the purview of FOSC and the watershed.

Pallid manzanita Update—Eric is working towards ascertaining the legal responsibility of the City of Oakland and Chabot. It was suggested that Eric contact Harry Schrauth who might be able to give Eric direction in pursuing the matter. Dick Spees might also be a good contact. US Fish & Wildlife is interested in the pallid manzanitas and might be able to allocate funds for the Chabot pallid site.

General Brochure—Sally presented the board with a draft of copy for the brochure. The timeframe of the brochure was discussed. Possible slogans were discussed and a brainstorm of slogans will continue over email. Comments on the brochure copy will also be received over email.