

Minutes of the Board of Directors' Meeting of the Friends of Sausal Creek
A California Nonprofit Public Benefit Corporation
Minutes for meeting on July 13, 2005

Board Members Present:

Sheelah Weaver, President (SW)
Eric Havel, Vice President (EH)
Kristin Ohlson (KO)
Mark Rauzon (MR)
Eleanor Dunn (ED)
Harry Schrauth (HS)

Also in Attendance:

Sara Marcellino, Operations Manager (SaraM)
Kristen Hopper, Nursery Manager (KH)

Call to Order: 7:05 PM

Approval of Minutes: May 11, 2005 minutes approved (MR moved/ED second/Approved); June 8, 2005 minutes approved (SW moved/KO second/Approved) SW agreed to do future minutes when she returns to the FOSC Secretary position.

Financial Report: SW handed out a cash flow analysis. FOSC will run out of money in November based upon current spending patterns and available cash. If FOSC has a successful fund raising event in July, and gets \$5,000 from the December donation solicitation, the organization will be solvent until January. The main revenue source for FOSC is the \$25,000 from Alameda County to do the items of work outlined in Exhibit A of the agreement. There is \$4,300 in encumbered funds (\$3,000 artist, \$1,100 Kodak, \$200 City of Oakland-Nursery) that are committed, but payment requests have not been received. FOSC has received \$2,500 in one time donations and has submitted a request to receive the \$1,000 Local Hero stipend.

FOSC will run into a cash flow problem in a couple of weeks. All income to FOSC is now from existing contracts. The Wellington Project did not get approved. It is expected that FOSC will get \$5,000 from the Patagonia Project and the Bay Fund has authorized a 15% set aside of \$60,000 for FOSC. The best case analysis is that FOSC will run out of cash in March, and the worst case is January.

HS asked if any on-going expenses could be covered from City Councilmember pay-go accounts. HS volunteered to follow up with Councilmembers Jean Quan, Henry Chang and Ignacio De La Fuente to cover FOSC's costs associated with Creek to Bay Day and Earth Day.

It was reported that the new FOSC bookkeeper is willing to do paychecks that would save \$150 per month. KH proposed that she do one event per month and use the other

time to prepare grant proposals. KH also informed the Board that it would be better to have a nursery manager and a restoration manager as it is difficult to do both jobs.

KO is exploring to see if there is a way to get a lower workers' compensation rate by splitting KH's work between field and office activities.

SW pointed out that most of FOSC's discretionary income is used to cover insurance costs.

SaraM will contact Sharon Gosselin of Alameda County to see if fund raising expenses can be charged to the Alameda County grant. SaraM and KH will do more research on available grant opportunities.

FOSC will need to amend its current conditional use permit in order to hold an annual fund raising plant sale. KH suggested shifting resources from restoration projects to growing additional plants for the sale. FOSC only grows local native plants that are quite limited.

The business plan has been completed, but not printed. It will cost \$11.50 per copy and SW does not want to commit funds for printing unless FOSC has a use for the copies. The former FOSC President (Linda Morse) wanted to give the business plan to the East Bay Community Foundation. EH and MR will contact former City Councilmember Dick Spees about possible uses for the business plan. HS inquired whether there was a recorded history of past FOSC activities that could be used to show potential funders that the organization has a track record of accomplishments. SW indicated that there is no document with this information.

SW said that FOSC will be lucky if it can maintain the status quo for a full year while it tries to get additional funding. It may be necessary to look for voluntary or mandatory staff cuts.

KO proposed to reduce the Saturday restoration programs to one day a month for the 2005-06 fiscal year and that KH direct the time saved to explore grant and funding sources, and a plant sale (KO moved/SW second/Approved). This action will be revisited in October for a report and evaluation.

The transfer of budget management tasks, the grant submission policy, and volunteer waivers were continued until the next meeting.

Other Business: There will be a meeting of the Chabot Space and Science Center (CSSC), East Bay Regional Park District, the City of Oakland and FOSC on July 14, 2005 to discuss the on-going pallid manzanita issue. The FOSC position is that the CSC needs to live up to the requirements of their use permit. Protection of the pallid manzanita is an on-going requirement and there needs to be a long term plan prepared by CSC. HS, KO, KH and Ralph Kanz will attend to represent FOSC.

The California Native Plant Society has an interest in using a portion of the space in the FOSC native plant nursery. CNPS would like to construct some structures within the nursery confines. KH reported the space for structures is limited, but alternatively, CNPS would like to store plants at the site. CNPS would also like to do an annual plant sale with FOSC. HS agreed to explore the space and permit issues with the City.

SW said a projector is needed for the September monthly FOSC meeting to facilitate power point presentations. EH will check to see if the Chabot Science Center projector can be used for some meetings. It was suggested that a projector be posted on the FOSC wish list.

The Volunteer Appreciation Event is scheduled for Saturday, October 15 at the cook-out area in Dimond Park

There will be no Board Meeting on August 10, 2005. The Board will meet on August 17, 2005 at the Dimond Library at 4:30 p.m. to plan for Creek to Bay Day.

Adjournment: Meeting adjourned at 9:40 p.m.

Minutes prepared by Harry Schrauth