

**SANTA ROSA PLATEAU FOUNDATION, DBA
Santa Rosa Plateau Nature Education Foundation
Board of Directors' Meeting
August 26, 2020**

MINUTES

I. CALL TO ORDER – AUSTIN LINSLEY, PRESIDENT

The meeting was called to order at 6:32 p.m. by video conference.

II. APPROVAL OF THE AGENDA – AUSTIN LINSLEY

A draft agenda was made available for review prior to the meeting. *Motion to approve agenda: G. Kishbauch; 2nd M. Nickerson. Motion carried.*

III. APPROVAL OF MINUTES – AUSTIN LINSLEY

Minutes for the July 22, 2020 meeting were made available for review prior to the meeting. *Motion to approve Minutes: M. Podegracz; 2nd: B. Bieser. Motion carried. See Attachment #1.*

IV. FINANCE REPORTS – SHIRLEY BROZ, CFO

REVENUE: Revenue for July was \$3,040.00, but with refunds related to the Rooted in Nature Beerfest event of \$3,736.49, we had a net loss of -\$696.49, which was significantly below budget.

EXPENSES: July expenses were \$12,785.11, which was below budget of nearly \$16,000.00.

FUND BALANCE INCREASE/(DECREASE): The budget reflected net income for July in the negative amount of -\$12,489.00; consequently, with negative net income of -\$13,481.60, we were near budget.

2020-2021 BUDGET: A detailed review of the budget was presented and questions were answered.

Motion to approve financial reports as presented: B. Inman; 2nd: J. Stammersky. Motion Carried. See Attachment #2.

VI. EXECUTIVE DIRECTOR'S REPORT – GINGER GREAVES, EXECUTIVE DIRECTOR

COVID TRIAGE TOOL – STRATEGIC PLAN: When applying for a grant from Honda, one of the requirements was that we have a three-to-five-year strategic plan; due to Covid, we couldn't implement our previously adopted strategic plan. G. Greaves therefore created a Covid Recovery Plan "Triage Tool" for this year to reflect our reaction to the pandemic, and used our prior strategic plan as the plan for post-Covid recovery for 2021-2023. *See Attachment #3*

VIDEO FILMING APPLICATION: California Dept. of Fish and Wildlife must issue a permit in conjunction with a permit from California Filming Commission; there has been a delay because California Filming Commission is requiring our filming to be done by drone, and our videographers are not set up for drone filming. Additionally, we will not be permitted to release our films until they are approved by management, which won't happen until December.

Suggestion from D. Schultz that we create a "slide show" of still photographs rather than a video to avoid the need for a permit and a drone videographer. Also discussed approval of storyboards and/or a ride-along during filming to ensure content will be approved before production of the video is completed.

STAGE REBUILD UPDATE: There have been two failed inspections, so cement hasn't been poured. Should occur next week. Beams have been delivered, but cannot be assembled until the cement is poured.

OTHER FUNDRAISING:

BEAM BUILDER: Nearly \$13,000 raised; the results greatly exceeded expectations.

VIRTUAL WALK/RUN/HIKE/RIDE: No date has been set, but plans are well under way. Have found an event organizer. The event will potentially include a scavenger hunt for kids, and there will be "swag" for participants. Anticipating a lot of interest and participation.

RIVCOPARKS UPDATES: RivCoParks lost their volunteer coordinator. There are plans for limited reopening of the Reserve, which will require a great many volunteers. The Board was asked to assist with volunteer recruitment, which we have agreed to do. Volunteers must be under the age of 65 and must be fingerprinted. RivCoParks will be responsible for training.

VII. ACTION ITEMS

APPROVAL OF THE 2020-2021 OPERATING BUDGET:

Motion to approve 2020-2021 Operating Budget made by M. Podegracz; 2nd C. Rios. Motion carried.

VIII. COMMITTEE REPORTS

EDUCATION COMMITTEE: G. Knishbach reported that we have provided resources on our website. Teachers are dealing with a great deal of stress and chaos, and the committee would like to offer them some assistance and would appreciate any suggestions from the Board. Suggested that we add our mission statement to the Facebook posts, and provide some educational information to go along with the photos that are being posted.

FUND DEVELOPMENT: Minutes of the committee meeting were provided to the Board.

MEMBERSHIP MARKETING: D. Schulz reported that most of their most recent meeting dealt with video production. Also discussed the next mailer, which is anticipated to go out in the fall, possibly to coincide with the re-opening of the Reserve. Upcoming meeting will address the future of corporate memberships.

IX. NEXT MEETING

Wednesday, September 23, 2020 at 6:30 p.m.

The meeting adjourned at 7:57 p.m.

Respectfully submitted:

Sharon Tate, Secretary

Date

Attachment #1 – Minutes of 7/22/20 Board of Directors Meeting;

Attachment #2 – Financial Reports

Attachment #3 – 2020-23 Strategic Plan;
Year 1+ Covid Recovery Plan for July1, 2020-June 30, 2021