

**BOD Members Absent: Brenda Bieser, Mike Podegracz, Sharon Tate**

## **MINUTES**

### **I. CALL TO ORDER – AUSTIN LINSLEY, PRESIDENT**

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

### **II. BOARD REFLECTIONS**

### **III. APPROVAL OF THE AGENDA – AUSTIN LINSLEY**

A draft agenda was made available for review prior to the meeting. Agenda was accepted as presented. *Motion to approve M.Nickerson, 2<sup>nd</sup> G. Kishbauch. Motion carried.*

### **IV. APPROVAL OF MINUTES – AUSTIN LINSLEY**

August minutes were not available due to illness of Sharon Tate. To be forthcoming.

### **V. FINANCE REPORTS – SHIRLEY BROZ, CFO – August, 2020**

**REVENUE:** The total revenue for August was \$10.4K, a shortfall of \$5.5K. The greatest area of variance is in Beam Signer Event revenue – short \$(6.1K). This is timing issue. We have received \$10.8K in September that was expected in August. We will be above the budget of \$9.0K by \$4.6K.

Year-to-date revenue received was \$9.8K versus the budget of \$19.5K less than the budget by \$(9.8K). The largest variance was in the Beam Signer Event mentioned above. That was \$(6.1K). In addition, we had negative revenue from the RIN Event of \$(3.7K) as we refunded ticket money for the cancelled event.

**EXPENSE:** Expenses for August were \$10.6K versus the \$14.6K budgeted. Most of the positive variance was due to salaries and benefits plus the Distance Learning program expense not being spent.

Year-to-date expenses of \$23.4K versus the budget of \$30.6K were better than budget by \$7.3K for the reasons listed above.

### **FUND BALANCE INCREASE/ (DECREASE):**

The year-to-date results are a reduction of Fund Balances of \$(13.6K) versus the budget of \$(11.1K).

*Motion to approve financial reports as presented: B. Inman; 2<sup>nd</sup> L.Miller. Motion Carried. See*

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

### A. Access Agreement – Caretaker Building

A signed agreement from RivCoParks / Kyla Brown, has been received for the SRPNEF to have access to the SRPER/RivCoParks building known as the Caretaker Residence. The purpose of the Agreement is to give SRPNEF access to begin for one year to use as storage, but with time to assess the viability of using the facility in the future as office space. No rent would be charged. Access would be conditioned on SRPNEF providing some support with the opening and closing of the trailhead gates and vegetation maintenance in certain areas of the Reserve.

While there is no specificity as to the number of days for the opening and closing of gates, Greaves recommended that we do not commit to daily opening and closing as it is not feasible as SRPNEF does not have the staff or volunteers at this time for daily support. Also, Greaves suggests that the vegetation maintenance to be confined to the area around the Caretaker facility itself.

RivCoParks/Dustin McClain, communicated the following: 1) RivCoParks wants SRPNEF to occupy the facility and will help to make that happen, 2) this initial Access Agreement would be for one year and then SRPNEF can propose to enter a long-term lease agreement at that time should it determine to proceed with such an arrangement, 3) the content of the Agreement has been previously approved by the RivCo Board of Supervisors (RCBOS). Any major changes would require the Agreement to go before the RCBOS. Therefore, RivCoParks will not require SRPNEF to provide daily support as listed in the Agreement; SRPNEF and RivCoParks can agree to the frequency of the support to be worked out with D. McClain. The geographical map showing the area of the vegetation maintenance will be adjusted in the Agreement.

Agreement will be revised with the slight changes and sent back for next meeting.

### B. COVID Triage Tool – Strat Plan Discussion

Greaves reminded BOD of the COVID Triage Tool that was sent to them to review and the subsequent adjustment to the 20-21 Strategic Plan because of COVID. Greaves was asking for approval of the adjusted Strategic Plan going forward.

### C. Video Filming

The resumption of filming has been delayed as the CDFW permit is not yet been signed. Also awaiting the approval of the California Filming Commission permit, which must accompany the CDFW permit.

A draft script and story board for one of the education videos was presented to the Board for review.

### D. Stage Rebuild Updates

Legs and beams are up. Delay in roof as there is an issue with the alignment of three of the beams. Roof is scheduled to be completed in early October.

#### E. Other Fundraising

1. Beam Builders - Approximately \$13,800 was raised. 142 signatures are now forever memorialized on the beams of the new pavilion. The funds will be available for rock and tile work that SRPNEF will contract for. Funds can also be used for general operating as needed.
2. Virtual Walk Run – Has been scheduled for March 18- April 18, 2021. Special website using RunSignUp is under construction. Plan to have it up and running by November.

#### VI. ACTION ITEMS

1. Approve COVID/Strategic Plan Adjustment – *Moved to approve by B.Inman, 2<sup>nd</sup> A. Linsley. Motion carried.*

#### VII. COMMITTEE REPORTS

**BOARD DEVELOPMENT** V. Hamilton reminded the Board to complete the Annual Conflict of Interest Statements that were emailed to the Board. Please email them back to her or mail to her home address listed on the Board roster.

**EDUCATION COMMITTEE:** G. Kishbauch reported that the committee is exploring how SRPNEF can develop a common grant request to support and fund the mainstreamed curriculum needs to teach about climate change. Currently, SRPNEF grants are being written with the design of specific project ideas. It is recommended grant requests should ask for support for a standard project that can be used over multiple grade levels and for several years. Addressing the subject of climate change is important to SRPNEF as it relates to its mission of educating and empowering youth to become stewards of the environment.

**FUND DEVELOPMENT:** Committee minutes were provided to BOD in advance of meeting.

**MEMBERSHIP MARKETING:** Committee minutes were provided to BOD in advance of meeting.

#### IX. NEXT MEETING

Wednesday, October 28, 2020 at 6:30 p.m.

The meeting adjourned at 8:23 p.m.

Respectfully submitted:

\_\_\_\_\_  
Ginger Greaves, Acting Secretary

\_\_\_\_\_  
Date