



**REGULAR BOARD OF DIRECTORS MEETING**  
**Community Center of Mendocino**  
**998 School Street**  
**Mendocino, CA 95460**  
**Wednesday, March 15, 2017**  
**5:30pm**

**Minutes**

**1.0 CALL TO ORDER**

Meeting called to order: 5:36pm

Board Members Present: Bob Bushansky, John Huff, Bill Hayes, Cesar Yanez

Late Arrival: Kirk Marshall arrived at 5:43pm.

**2.0 APPROVAL AND ADOPTION OF AGENDA**

- A motion was made to approve and adopt the agenda.
- M/S/C: Bushansky/Huff/Unanimous

**3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS**

- None.

**4.0 STAFF REPORTS:**

4.1 MCRPD Activity Report (Dan Keyes)

- Dan Keyes gave the report.
- 4.2 CVSCC Performance Report (Dan Keyes)
- Dan Keyes gave the report.

**5.0 OTHER REPORTS:**

5.1 California Recreation Alliance

- Sarah Huff reported that CRA has been hosting classes on the weekends for OHV training.
- Huff also reported that the grant was submitted on time with lots of positive feedback.

5.2 Friends of MCRPD

- Dan Keyes reported that he attended the last board meeting with Friends of MCRPD and the scholarship program is a work in progress. In addition, the Board is seeking new members.

5.3 South Coast

- Beverly Flynn reported that the organization of the summer swim lessons has begun. There was also a grant obtained for disc golf course improvements and other projects at RCRC. Cal Fire has also been helpful in cleaning up the site by removing dead trees and brush.

5.4 Community Center of Mendocino

- A CCM representative stated that the after-school programs have been full but are still losing money, which is a common hurdle. They have been working hard engaging the community and are waiting to hear about the status of a grant application that was submitted, hoping to be approved to provide stability to the Center.

#### 5.5 Mendocino Coast Botanical Gardens

- Marshall reported that the Botanical Gardens Board had a retreat in Boonville where members sorted out the upcoming projects for the year by making committees for them. One noted goal is making plans to stabilize and improve the farmhouse to make it more user friendly. There are potential funds for this project through a private trust.

#### 5.6 Ad Hoc Area Funding Committee

- None.

#### 5.7 Ad Hoc Regional Park Committee

- Bushansky report that the grant application had been submitted. Currently the fence perimeter quote has been omitted but it can be put in later. A local business is ready to prepare the quote.

#### 5.8 Personnel Committee

- None.

#### 5.9 District Services Committee

- None.

#### 5.10 Finance Committee

- Bushansky reported that going forward in the next fiscal year budgeting process the reports will be accounting for things in a more “real-time” format rather than the year being divided up evenly. Other than that, everything looks good for C.V. Starr, however positions are still vacant which is good for the financials, but is putting more stress on employees.
- Hayes said with the new information regarding tax revenue, a special meeting will need to take place to approve the new midyear projections.

#### 5.11 Board of Directors

- Bushansky commented that it has been hard to find local vendors to bid on projects, most likely due to the processes are too complex for bid submittal.

### **6.0 DISCUSSION/ACTION**

#### 6.1 Appoint (2) Board members to an AD Hoc Strategic Planning Committee

- Hayes said this is a good direction to go in as an organization and will help with anticipating of projects and community needs.
- Bushansky stated that this committee will allow the District to get better feedback and solidify the planning process.
- Hayes appointed Bushansky to the committee, noting that another member can be appointed later.

#### 6.2 Consultant Agreement for Web Site Design Services

- Hayes stated that the board received a letter from the current web designer for the MCRPD website. The webmaster stated that he was left out of the original RFP process for the website merge and design project.
- Keyes said that this has been a long process and currently they have a candidate for the website merge that he would like to continue negotiations with for the project. An apology was made to the current MCRPD webmaster, stating that the oversight was unintentional.

- Keyes recommended that if the board would like to have the current webmaster considered for the merge of the CV Starr and MCRPD website, that the process should be started over again.
- Bushansky made a motion to nullify the current agreement and start the process over again.
- Marshall added that no names should be used for the motion.
- M/S/C: Kirk/Bob/Unanimous

### 6.3 CV Starr Operating Agreement

- Hayes gave an overview of the operating agreement with the City of Fort Bragg and its upcoming deadline for renewal.
- Huff stated that he would not be interested in being on the committee and someone with more experience would be a better fit.
- Marshall thanked Dan for his help building a better relationship with the City of Fort Bragg.
- Hayes appointed himself and Bushansky to take the lead renewing the operating agreement.

## 7.0 CONSENT CALENDAR

All items under the consent calendar will be acted upon in one motion unless a board member requests that an individual item be taken up under DISCUSSION/ACTION

### 7.1 Approval of minutes for board meetings and standing committees:

Meeting minutes, Special Board Meeting- OHV Grant Public Hearing, February 8, 2017;  
 Meeting minutes, Special Board Meeting- OHV Grant Stakeholders, February 8, 2017;  
 Meeting minutes, Personnel Meeting, February 8, 2017, Meeting minutes, Finance Committee Meeting, February 13, 2017; Meeting minutes, Regular Board Meeting, February 15, 2017; Meeting minutes, Regional Park AD HOC Committee Meeting, March 6, 2017;

### 7.2 Approval of financial documents, as recommended by the Finance Committee:

MCRPD financial statement, January 2017; CVSCC financial statement, January 2017;  
 CVSCC check register, January 2017; MCRPD claims, March 2017; CVSCC claims, March 2017

- A motion was made to approve all items on the consent calendar.
- M/S/C Bushansky/Huff/Unanimous

## ADJOURNMENT

- Meeting adjourned at 6:55pm.