



**REGULAR BOARD OF DIRECTORS MEETING**  
**Community Center of Mendocino**  
**998 School Street**  
**Mendocino, CA 95460**  
**Wednesday, March 16<sup>th</sup>, 2016**  
**5:30pm**

**MINUTES**

**1.0. CALL TO ORDER**

- Meeting was called to order at 5:37 pm
- Board members present: Bill Hayes, Maryellen Sheppard, Cesar Yanez, Bob Bushansky, and Diana Wiedemann

**2.0 APPROVAL AND ADOPTION OF AGENDA**

- Agenda was adopted with no changes
- M/S/C: Bushansky/Sheppard/Unanimous

**3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS**

- Cesar Yanez thanked CCM for letting us use the facility for our board meeting
- Carly Wells mentioned the Recreation Service Award will be on the agenda for the next regular board meeting.

**4.0 STAFF REPORTS:**

4.1 MCRPD Activity Report (Michelle Gordon)

- Michelle Gordon provided the monthly report
- Beth Pine provided an update on the kudos program

4.2 CVSCC Performance Report (Carly Wells)

- Carly Wells provided the monthly report

**5.0 OTHER REPORTS:**

5.1 Community Center of Mendocino (Cornelia Reynolds)

- Cornelia Reynolds provided a report per CCM and MCRPD agreement, she also reported that she has resigned as the Executive Director for CCM.
- Hillary Burgess thanked the District Board for the communication and current relationship.

5.2 South Coast Report (Beverly Flynn)

- None

5.3 Attorney

- None

5.4 Board of Directors

- Hayes reported that an job offer and acceptance for the District Administrator position has happened, the new District Administrator will start April 1<sup>st</sup>. Currently the background and paperwork is underway.

#### 5.5 Friends of MCRPD

- None

#### 5.6 MECCA

- Hayes reported that MECCA will be meeting on Monday, March 21<sup>st</sup> and the MCRPD is hosting the meeting at CVSCC.

#### 5.7 Mendocino Coast Botanical Gardens

- Sheppard reported that the Gardens contracted with JJACPA for an auditing firm, they are also getting closer to hiring a new Director.

#### 5.8 Regional Park Ad-Hoc Committee

- No meeting has happened and nothing scheduled.

#### 5.9 Finance Committee Report

- Bushansky reported

### **6.0 DISCUSSION/ACTION**

#### 6.1 Receive MCRPD cash flow report from Finance Committee

- Board discussed cash flow report; no action taken

#### 6.2 Adopt marketing policy and Third Party, Co-Branding and Partnership Guidelines

- Board carried a motion to adopt the marketing policy and third party, co-branding and partnership guidelines as presented with the following changes  
The choice of descriptive wording should be agreed upon and the logo should always provide sufficient contrast with the background color or image to be clearly visible. The logo should be sized appropriate to the application and be reasonably legible. All materials utilizing the MCRPD logo should be approved by the MCRPD District Administrator or designee annually or as needed.

- M/S/C: Wiedemann/Bushansky/Unanimous

#### 6.3 Resolution 16-01 Mid-Year Budget Adjustments

- Board approved resolution 16-01 Mid-Year Budget adjustments.

M/S/C: Bushansky/Sheppard/Unanimous

#### 6.4 Review CVSCC Floor Drain Plumbing Preliminary Plans provided by Glass Architects

- Board discussed CVSCC Floor drain plumbing plans; no action taken.

#### 6.5 Review CVSCC HVC Plans provided by Glass Architects

- Board discussed CVSCC HVC plans; no action taken.

### **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: Finance

Committee Meeting, February 16, 2016; Regular Board Meeting, February 17, 2016; Special Board Meeting, March 4, 2016

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

MCRPD financial statement, January 2016; CVSCC financial statement, January 2016; CVSCC check register, January 2016; MCRPD claims, March 2016; and

CVSCC claims, March 2016

- A motion was carried to approve all items on the March 16<sup>th</sup>, 2016 consent calendar; M/S/C: Sheppard/Bushansky/Unanimous

**8.0 CLOSED SESSION:**

**8.1 EXISTING LITIGATION** (pursuant Government Code Section 54956.9)

Mendocino Coast Recreation and Park District, Debtor (Case No. 11-14625)

**8.2 REAL PROPERTY NEGOTIATORS** (pursuant Government Code Section 54956.8) Property: 18220 North Highway 1, Fort Bragg, CA

Under negotiation: Lease agreement, including price and terms

- Meeting went into closed session at 7:15 pm
- No action; direction provided to staff
- Closed session ended at 7:25 pm

**9.0 ADJOURNMENT**

- Meeting was adjourned at 7:30 pm