



**REGULAR BOARD OF DIRECTORS MEETING**  
**Westport Community Center**  
**29400 Abalone Street**  
**Westport, CA 95488**  
**Wednesday, August 17, 2016**  
**5:30pm**

**MINUTES**

**1.0 CALL TO ORDER**

- Meeting called to order at 5:31pm.
- Board members present: Yanez, Bushansky, Sheppard, Hayes and Wiedemann.

**2.0 APPROVAL AND ADOPTION OF AGENDA**

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

**3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS**

- None.

**4.0 STAFF REPORTS:**

- 4.1 MCRPD Activity Report
- Dan Keyes provided the monthly report.
- 4.2 CVSCC Performance Report
- Dan Keyes provided the monthly report.

**5.0 OTHER REPORTS:**

- 5.1 South Coast Report
- None.
- 5.2 MECCA
- None.
- 5.3 Mendocino Coast Botanical Gardens
- Sheppard said all Botanical Gardens items will be discussed in closed session.
- 5.4 Friends of MCRPD
- Wiedemann mentioned that she was not sure if Dan Keyes had been informed that they would like him to attend the Friends of MCRPD Board Meetings as a representative from MCRPD
  - Keyes said he was unaware of that, but he would start attending the meetings going forward.
- 5.5 Regional Park Ad-Hoc Committee
- Yanez said the Cal-Recycle grant is moving along, and more will be discussed during the agenda items.
  - Bushansky said that work was being done to have a volunteer clean-up day once a month at the Hwy 20 property. He added that volunteers, after the clean-up days, will have an opportunity to go on a guided tour with

CRA if they bring their off-road vehicles to the site.

5.6 Attorney

- None.

5.7 Board of Directors

- Wiedemann stated that she went to a with CCM about their need for funding. Scholarships were an idea brought up, and it was proposed that MCRPD could potentially set-up a scholarship program for participants wanting to register for the after school enrichment classes at CCM.
- Talk of raising rates for the CCM programs was also discussed, but it is thought with higher rates for classes, fewer people would be able to attend for financial reasons.

5.8 Finance Committee Report

- Bushansky reported that the MCRPD statement with the budget is not complete yet as there are still some year end entries to input. He also stated that even though we have \$67,130.00 in net revenue, it is important to note that we still have obligations to the bank to pay off our debts.
- Bushansky reported that C.V. Starr is doing well financially, but more maintenance costs are going to be arising as the building ages.

## 6.0 DISCUSSION/ACTION

6.1 Resolution 16-04 Authorizing Cal Recycle Grant

- A motion was made to approve resolution 16-04 Authorizing Cal Recycle Grant.
- M/S/C: Bushansky/Sheppard/Unanimous

6.2 MCRPD Environmentally Preferable Procurement Policy

- A motion was made to approve the MCRPD Environmentally Preferable Procurement Policy
- M/S/C: Wiedemann/Yanez/Unanimous

6.3 Development of an Area Funding AD-Hoc Committee

- Hayes appointed Wiedemann and Keyes to the Area Funding AD-Hoc Committee. The goal of the committee is find out the most effective ways for future support of the entire district.
- No action needed.

6.4 Discussion/Action Item Step Process

- Hayes spoke of the need of having a more detailed agenda. The main reason is to help the public in knowing when it is appropriate for comments to be made. For the next board meeting it was suggested that the written queues be included as a test run. Keyes agreed that he would implement the request.
- No action needed.

6.5 Consultant Agreement for Fundraising Services for the 2016 Silent Auction

- Dan at this point was unsure if Mrs. Salo would be interested in contracting her services for the silent auction, however, the board gave him the go ahead to move forward with the planning contact in hopes that Mrs. Salo would accept.

## **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, July 18, 2016; Regular Board Meeting, July 20, 2016; and Special Board Meeting August 3, 2016.

7.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD financial statement, June 2016; CVSCC financial statement, June 2016; CVSCC check register June 2016; MCRPD claims, August 2016; and CVSCC claims, August 2016

- A motion was carried to approve all the items on the August 17, 2016 consent calendar except for the C.V. Starr check register that was unintentionally omitted from the packet.
- M/S/C: Bushansky/Sheppard/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

- The board went into closed session at 6:57 p.m.
- Board provided direction to MCRPD staff.

## **9.0 ADJOURNMENT**

- The meeting was adjourned at 7:57pm.