



REGULAR BOARD OF DIRECTORS MEETING
C. V. Starr Community Center
300 South Lincoln Street
Fort Bragg, CA 95437
Wednesday, December 21, 2016
5:30pm

MINUTES

1.0 CALL TO ORDER

- Meeting called to order at 5:30pm
- Members present: Cesar Yanez, Bill Hayes, John Huff, Kirk Marshall
- Members not present: Bob Bushansky

2.0 APPROVAL AND ADOPTION OF AGENDA

- Agenda was adopted with not changes
- Yanez/Huff/Unanimous

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

- Tessie Branscomb gave a report of the Aquathon and Silent Auction that happened in November at the C.V. Starr Center. She said over \$6000.00 was raised to help pay for the 2nd grade swim lesson program offered through MCRPD. This year the program is expanding to the South Coast 2nd grade students as well as the Three Rivers Charter School in Fort Bragg. The Fort Bragg and Mendocino Unified School Districts also are continuing their participation in the program. She added that it would be good to look into if the program reaches the Comptche area as well.
- Dusty Dillion of the Traditional Small Craft Association, TSCA, thanked Bill Hayes for his support and direction to staff in regards to creating a potential partnership between TSCA and MCRPD. He then requested that an agenda item be included on the agenda for the next board meeting in January to solidify the partnership.

4.0 STAFF REPORTS:

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

5.0 OTHER REPORTS:

- 5.1 MECCA
- None.
- 5.2 South Coast
- Beverly Flynn of the Redwood Coast Recreation Center, RCRC, reported that after speaking with their architect, the plans for their new \$20 million-dollar facility will be post-poned. More attention is now being given to the outside property to host activities and events. She mentioned that community support for RCRC is lacking due to administrative tasks taking place rather than external activities of a more visible nature. There is a recognized need is to re-invigorate the community about the RCRC property.

In addition, improving the infrastructure of the property is a priority. As for upcoming programs, RCRC plans to coordinate with Natalie, the Recreation Specialist of MCRPD, for youth activities this coming summer.

5.3 KUDOS for KIDS

- Dan Keyes reported that a new Kudos Site Coordinator for Redwood has been hired and will begin working soon.

5.4 Community Center of Mendocino

- Elaine Wing Hillesland reported that CCM has had a busy couple of months. They hosted two events in which both sold out. Sarah Huff has been working on getting grants for the Center. Coming up on January 14th, 2017, they will be hosting a crab feed with all the crab donations coming from the Noyo Fishing Center. There has been improvements inside the building with furniture upgrades and acquiring used computer donations from the California State Parks. CCM has been increasing their room rentals and are generally experiencing an upswing of energy and community building.

5.5 Mendocino Coast Botanical Gardens

- Dan Keyes reported that he had attended the previous board meeting at the Botanical Gardens. There was much talk about the budget, financial situation and possibility of fee increases that will be brought up later on the agenda.
- A member of the public added to the report that the Festival of Lights was a success and surpassed last years revenue, even with the slow attendance in the beginning due to foul weather.

5.6 Friends of MCRPD

- Dan Keyes read a letter from Susan Larkin stating that there is now a website and scholarship program up and running for the Friends of MCRPD. Also adding that the Cummings Foundation has given the South Coast transportation funds in order for them to participate in the 2nd grade Swim Lesson Program offered by the District at the C.V Starr Center.

5.7 Area Funding Ad-Hoc Committee

- None.

5.8 Regional Park Ad-Hoc Committee

- Yanez said that there was nothing new to report.

5.9 Finance Committee

- Hayes reported that there is nothing out of the ordinary on the financials. Things may look odd due to the budget being evenly divided by 12 months, but other than that, everything is normal.

5.10 Personnel Committee

- Dan Keyes reported that they are on the second round of the recruitment process for the Business Manager. They will be moving forward with the panel interviews after the first of the year with the same panel members as the last round of interviews.

5.11 Board of Directors

- None.

6.0 DISCUSSION/ACTION

6.1 Nomination and Election of Board Officers

- Dan Keyes went over the positions up for nomination and read a letter from Bob Bushansky expressing his interest in being the Board Chair as he was not present at the meeting.
- Yanez nominated Hayes to be the Board Chair, adding that he did not personally want the position and the two other board members in attendance may need time to

acclimate to being on the MCRPD Board.

- M/S/C: Yanez/Huff/Unanimous
- Hayes nominated Bob Bushansky for Vice Chair of the Board.
- M/S/C: Hayes/Yanez/Unanimous
- Marshall nominated John Huff for Secretary of the Board.
- M/S/C: Marshall/Yanez/Unanimous

6.2 Board Member Standing Committee Assignments

- Bushansky and Hayes were assigned to the Finance Committee.
- Yanez and Marshall were assigned to the Personnel Committee.
- Huff and Yanez were assigned to the District Services Committee.

6.3 Board Member Committee Assignments

- Marshall was assigned to the Botanical Gardens Committee.
- Hayes was assigned to the MECCA Committee.
- Huff and Yanez were assigned to the Ad Hoc Regional Park Committee, with the stipulation that Yanez would give up his seat on that committee if Bushansky was interested in being on the committee when he returns.
- Huff was assigned to the Area Funding Committee.
- Bushansky and Hayes were assigned to the Ad Hoc Salary and Compensation Study Committee.

6.4 2017 Regular Board Meeting Schedule

- A motion was made to approve the 2017 Regular Board Meeting Schedule as presented.
- M/S/C: Hayes/Marshall/Unanimous

6.5 Authorize an MOU between Mendocino Coast Recreation and Park District and Redwood Coast Recreation Center

- A motion was made to authorize the District Administrator to execute the Memorandum of Understanding between the Mendocino Coast Recreation and Park District and the Redwood Coast Recreation Center.
- M/S/C: Yanez/Hayes/Unanimous

6.6 Approval to submit an application for the 2017 State of California OHV Planning and Restoration Grant Programs

- A motion was made to approve MCRPD staff in conjunction with CRA to complete and submit application for the California OHV Planning and Restoration and Grants Program.
- M/S/C: Huff/Yanez/Unanimous

6.7 Authorize fee increases for the Mendocino Botanical Gardens

- Members of the Botanical Gardens Board explained the proposed fee increases.
- A motion was made to approve the recommended fee increases as requested by the Mendocino Coast Botanical Gardens Board.
- M/S/C: Marshall/Huff/Unanimous

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, Finance Committee Meeting, November 14, 2016; Meeting minutes, Regular Board Meeting, November 16 2016; Meeting minutes, Regional Park Ad Hoc, December 7, 2016; Meeting

minutes, Special Board of Directors Meeting, December 7, 2016

7.1 Approval of financial documents, as recommended by the Finance Committee: MCRPD financial statement, October 2016; CVSCC financial statement, October 2016; CVSCC check register, October 2016; MCRPD claims, December 2016; CVSCC claims, December 2016

- A motion was made to approve all items included on the December 21st 2016 Consent Calendar.
- M/S/C: Yanez/Marshall/Unanimous

ADJOURNMENT

- The meeting was adjourned at 7:01pm

Minutes recorded and submitted by Anna-Kristina Rosenquist, Interim Business Manager