

1 **CNPS SAN DIEGO CHAPTER**

2 **BOARD OF DIRECTORS MEETING**

3 **December 7, 2016**

4 San Diego Audubon Offices, 4010 Morena Blvd. Suite 100 San Diego, CA

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6 **FINAL MINUTES**

7 Approved: January 4, 2017

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9 **Call to Order:** President Stephenson calls the meeting to order at approximately 0630 p.m.

10 **Board Members Present:** Robert Byrnes, Cindy Burrascano, Mike Evans, Connie di Girolamo,
11 Mike Gonzales, Hei-ock Kim, Frank Landis, Sue Marchetti, Tom Oberbauer, Joe Sochor, and
12 Bobbie Stephenson

13 **Members Not Present:** None

14 **Guests/Visitors:** Al Field, (introduced by Connie di Girolamo, has an interest in the Chapter
15 activities, capital improvements specialist, field@msw.com)

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17 I. **Brief Personal reports and welcome visitors:** None.

18 II. **Additions or changes to the Agenda:** Frank /Connie moves to approve the Agenda as
19 proposed.

20 Hei-ock Kim announces that she has a conflicting meeting time with another organization
21 and indicates she will have to forego her participation as a Board member.

22 III. **Minutes from the November 2016 Meeting:**

23 ***A motion is made by Frank Landis and seconded by Tom Oberbauer to approve***
24 ***the November minutes with minor corrections as noted. The Motion passes***
25 ***unanimously.***

26 IV. Treasurer's Report: Treasurer Connie di Girolamo presents the report and notes that
27 there are some items that exceed the adopted budget. She will submit suggested
28 changes to the budget, including the plant sale and contract labor expenses at the next
29 meeting; she notes that the end of fiscal year in March 2017. The Board should look at
30 our draft strategic plan to see what items we may want to invest in to use the money for
31 funds to further our plan for conservation.

32 ***A motion is made by Frank Landis and seconded by Hei-ock Kim to approve the***
33 ***Treasurer's Report. The motion passes unanimously.***

- 34 • **Job description for various paid volunteers:** Connie suggests amending the initial job
35 descriptions (see handout).

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37 ***A motion is made by Connie di Girolamo and seconded by Sue Marchetti to***
38 ***amend the job descriptions as shown in paragraph 1 of the handout (see***
39 ***attached).***

40 V. **Current Business**

41 A. **Election of Board Officers for 2017:**

42 ***A motion is made by Frank Landis and seconded by Hei-ock Kim to retain***
43 ***the same people in their 2016 offices and duties (Bobbie Stephenson as***
44 ***President, Tom Oberbauer as Vice President, and Connie di Girolamo as***
45 ***Treasurer, and Michael Evans as Secretary). The motion passes unanimously.***

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B. Chapter Council Meeting Report (Frank Landis):

1. Membership.

A motion is made by Bobbie Stephenson and seconded by Connie di Girolamo to appoint Frank Landis as the representative of the Chapter to the Chapter Council. The motion passes unanimously.

A motion is made by Connie di Girolamo and seconded by Mike Evans to appoint Joe Sochor and Bobbie Stephenson as co-alternate Chapter representatives to the Chapter Council. The motion passes unanimously.

2. Financial Issues: Credit Card approval by Chapters (we can probably get State approval to do this).

VI. New Business

A. Proposed Morgan-Stanley Investment Account: The State CNPS office had concerns with the form of the agreement proposed for the investment agreement. Connie passes out the information that we were going to submit to Morgan-Stanley (client profile document). The State Board did not want to sign off on the agreement. Connie is following up with the State office. Frank indicates the State does have an investment policy.

B. Membership Issues: There is a state membership committee (Mary-Catherine Francis Poe). They only process membership once per month.

C. State insurance for materials— need to be listed for State insurance for Chapter (need to inventory Chapter equipment/assets for insurance purposes). The Chapter needs to develop an inventory report.

VII. Committee Reports

A. Publicity: Calendar listings of Chapter events & other subjects of interest are posted in various social media accounts (see Instagram account). Frank notes that we consider the author of each article or note reserves the copyright; we can try to get copyright permission from the authors to use the materials for CNPS activities.

- Tom suggests having a joint meeting with the committee chairs; Connie and Mike Gonzales suggest having a table at the meetings to highlight committees.

B. Vegetation committee: Two committee members submitted letters of resignation; this committee performs rapid assessment vegetation mapping. These activities are now done by consultants and agencies for the HCP. These activities should be discussed at a future meeting.

C. Web Page (Joe Sochor):

1. The revised web page: our paid volunteer is only slowly working and is using a custom theme instead of a standard web page format. Joe gives a demonstration of the new draft website.
2. The Chapter wants to thank Mary Alice Kessler for her outstanding role as past web master and computer expertise for the Chapter

A motion is made by Mike Evans and seconded by Frank Landis to present Mary Alice Kessler with a gift certificate of \$300 from an appropriate venue. The motion passes unanimously.

Bobbie Stephenson will make a card and bring it to January for Board signatures.

D. Audio Equipment for Meetings in Room 101 (Frank Landis): Frank has investigated various solutions for a Microphone for meetings in Room 101; one

97 solution was found at a guitar center. Frank indicates the equipment may cost
98 ±\$500.

99 ***A motion is made by Connie di Girolamo and seconded by Mike Gonzales to***
100 ***budget up to \$600 for purchase of a microphone system. The motion passes***
101 ***unanimously.***

102 E. **ASLA SD Grant:** A grant was awarded for the Cabrillo National Monument native
103 Garden.

104 F. **Ocean Beach Elementary Book Donations:** Cindy Burrascano lists books we
105 will donate.

106 ***A motion is made by Frank Landis and seconded by Tom Oberbauer to designate***
107 ***a total of \$200 for the book donations to Ocean Beach Elementary School. The***
108 ***motion passes unanimously.***

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110 E. **A request for funds to plant a bee garden** is not approved but the Board
111 suggests the requesters can come to the meeting and perhaps request a garden
112 charrette.

113 G. **Conservation Committee** (Frank Landis): Frank discusses several proposed
114 projects, including Mission Bay Rewild, Rose Canyon Bridge (now officially
115 dead), and Del Mar Mesa Vernal Pool plan (Frank wrote a 20 page letter of
116 comment).

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118 F. **Invasive Plants** (Robert Brynes): he reports on the last meeting of Cal-
119 IPC.

120 **VIII. Adjournment:**

121 ***A motion is made by Frank Landis and seconded by Tom Oberbauer to adjourn***
122 ***the meeting at 0910 pm. The motion passes unanimously.***