



PNWSC Board Minutes  
4:30 – 6:30 pm @ Pacific NW Salmon Center Property  
October 14<sup>th</sup>, 2009

**Directors Present:**

Fred Barrett	Al Adams	Paul Hirsch	Leslie Krueger
Sue Patnude	Larry Peck	Neil Werner	

**Director Emeritus:** Bob Hager

**Directors absent:**

Mike Henderson	David Petersen	Bill Portuese
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**Staff:** Michelle Hori

**Guests:** Herb Gerhardt

**Call Meeting to Order: Chair**

The meeting was called to order by Fred Barrett at 4:30 pm.

**Roll Call: Secretary**

Staff called the role. We do have a quorum.

**Minutes Approval: Secretary**

*It was moved and seconded to approve the minutes of August. The motion passed unanimously.*

*It was moved and seconded to approve the minutes of September. The motion passed unanimously.*

**Financial Reports: Treasurer/Staff**

*It was moved and seconded to approve the August financial reports. Motion approved unanimously.*

*It was moved and seconded to approve the September financial reports. Motion approved unanimously.*

Form 990. The 2008 Form 990 was reviewed and discussed. Sue Patnude's name is misspelled and should be corrected. Staff will research Blue Book standards for audits and 990's and whether or not they can be completed by the same accountant to be prepared for next year. Staff will research definition of unusual grants. *It was moved and seconded to approve the Form 990 with corrections to be submitted if possible.*

**Public Comment:** None

**Director's Report - Managing Director**

Renovation is moving along, should be complete by end of next week. We've had some ups and downs but soon will be settled. Garlic planting in the test plot will begin soon and the field is being prepared for alpacas. The entrance road and the gate system will be repaired for safety and fire

access. The Boys and Girls Club function was successful with a good turnout. Other organizations have been inquiring about the use of property for environmental programs so we will pursuing possibilities.

### Approval Items – President

- **Alpaca agreement** – Neil went to visit a preeminent alpaca vet with Dave Sund who raises alpacas. Our goal is to get to a herd of 20. A handout with costing detail was distributed. The source of funds for the alpaca purchase will be HCSEG via a loan to the PNWSC. Upkeep will be paid for by fleece sales and includes feed, health care, etc. Income stream for loan repayment will come from sale of crias. Alpacas will create a draw to get more people involved and more traffic to the property. The local knit shop has expressed interest in the fleece and holding a fleece event. Katie Ladner has said she can loan us a llama for protection of the alpacas and it would add an interpretive element as well. We will look into using a local vet for any needed services. *It was moved and seconded to approve entering into an alpaca agreement and put it forward for HCSEG Board approval with the understanding that it will be put to fundraising committee to come up with idea to pay the loan back early. Motion approved unanimously.*
- **USDA Loan Application** – We are looking to apply for a loan through the Community Facilities Program and have been determined eligible. We would be asking for funds to pay off the bridge loan plus a little more to pay for barn renovation and other expenses associated with opening to the public. Want to see we are providing service and that we are sustainable. Lee Patterson at AFCL worked for USDA in the past and is assisting us with the application. Debbie Jacobs assisted us with creating a budget document to submit for the application. This budget and related assumptions were distributed for review. These figures will be submitted to Lee for bundling into the full application. This budget will also be helpful in preparing the 2010 budget for the SC. The application will be reviewed by the Board before submittal. Kitsap Bank will be reviewing the bridge loan in January. Fred has been talking to people about some other funding options. If anyone is interested in having the fine details of the AFCL/USDA financials explained and walked through, Fred will be glad to do so. A start could also be made on the 2010 budget. Meeting was scheduled for Wednesday Oct 21<sup>st</sup> at 3pm. *It was moved and seconded to move forward with next steps to secure the USDA loan. Motion approved unanimously.*
- **Brick by Brick** – Theler Community Center’s fundraising program involves purchasing a brick for the facility on which our name and/or logo will be displayed. The Salmon Center can’t donate its funds to another nonprofit but if each Board Member personally contributed \$25 we could purchase one under the SC name. A large brick is \$250. *It was moved and seconded that the Board Members will donate personal funds for the purchase of a brick in the SC’s name. Motion approved unanimously.*
- **WDFW Land Use Agreement** – This item will be tabled until next Board meeting to give Board Members adequate time to review the agreement.
- **Theler Trail Connection** – Fred has drafted a letter to Mel Coffman and the Theler Board to discuss the expansion of the trail system onto SC property. *It was moved and seconded to send the letter and open a discussion with Theler about the trails. Motion approved unanimously.*

### **Discussion Items – President**

- We have received multiple gifts in memory of John O. Burgess. Fred has spoken with the family and will be working with them further to decide on an appropriate memorial for John here on the property. John Burgess, Jr. has expressed a desire to continue to support the SC and to help out, possibly on the marketing front. Al suggested the boardroom be named after him as a Board contribution.
- The Salmon Center is soon to be a public facility. We need to start thinking of ways to get that message out and engage the community and get them to realize the opportunities here. The Board needs to also start thinking of ways to utilize the property and possible revenue streams.
- Executive Director – Now would be a good time to bring an Executive Director on board for the SC if we can find a way to fund it. An Executive Director would be responsible for policies, procedures, setting the direction for the SC and formulating strategy. They would work for the Board. Would it be more beneficial to start with a Development Director or could we possibly find someone who could fill both roles until more funding is available?

### **Fundraising Committee:**

Thought has been going into a Capital Campaign. We will roll this topic into the discussion at the meeting on the 21<sup>st</sup>.

### **Communications: Admin**

None

**The November Board Meeting will be held on Veteran's Day, November 11<sup>th</sup>.**

Meeting adjourned at 6:30 pm

Submitted by Michelle Hori  
For Paul Hirsch, Secretary