



PNWSC Board Minutes
4:30 – 6:30 pm @ Pacific NW Salmon Center Office
May 13, 2009

Directors Present:

Fred Barrett	Al Adams	Mike Henderson (phone)	Paul Hirsch
Leslie Krueger	Sue Patnude	Larry Peck	David Peterson
Neil Werner			

Director Emeritus: Bob Hager

Directors absent:

John Burgess	Bill Portuese	Jay Saucedo
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Staff: Michelle Hori

Guests: Tim King Jeff Sterling

Call Meeting to Order: Chair

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

Roll Call: Secretary

The Secretary called the role. We do have a quorum.

Minutes Approval: Secretary

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

Financial Reports: Staff

It was moved and seconded to approve the financial reports for April 2009. The motion passed unanimously.

Public Comment:

Tim King is here tonight to update the Board on the AFCL partnership progress.

Approval Items:

As the SC picks up speed and enters into the renovation phase, it would be beneficial to have a Treasurer located within drop-in distance of the office. Our current Treasurer, Mike Henderson, lives in Portland most of the year so it is inconvenient for him to drop by for document review. He has also recently agreed to serve on the Development Director Committee. Based on time and distance constraints we would like to elect a new Treasurer at this time and Sue has agreed to step up into this role if elected. Mike would also remain available for financial assistance as needed. *It was moved and seconded to elect Sue Patnude as the new Treasurer. The motion passed unanimously.*

The proposed budget for 2009 was presented to the Board. The bottom line shows a loss. We have a lot to do this year and will be stretched very thin both staff wise and financially. Under these circumstance, staff recommends us not having the WSHF this year and plan to hold it next year at our facility. Also, based on our 2008 finances neither an audit nor a review is required. No funding we are currently looking at applying for would require an audit. Our 990 will still be done. Staff also recommends we hold off on an audit at this time. Mike Henderson explained that there are 3 levels of review that we can have done: a compilation and 990 only, a review and 990 or a full audit and 990. Staff will research cost of a compilation and 990 only. *It was moved and seconded that the Board is comfortable with the 2009 expenditure levels identified and staff should proceed on that basis but should come back to us with a balanced budget for approval at the next meeting.* Sue suggested as we work on 2009 budget, start looking forward to 2010 budget and be prepared.

Discussion Items:

Permitting update: almost all documents are ready for submission of the Special Use Permit application by early next week. The Traffic Assessment is complete and we are waiting on the site plan from Will Langemack and house septic analysis from B-Line. We will be submitting 2 separate building permits for the house and barn renovations. The Special Use Permit encompasses use of both.

Audit: see above

Facility/campus name: A list of possible names was distributed. We need a name that encompasses the bigger project as we are going to partner with other organizations that may not specifically deal with salmon. A list of the top 3 will be distributed for Board consideration:
The Northwest Center for a Sustainable Environment - Home of the PNWSC and...
The Northwest Center for Environmental Leadership - Home of...
The Northwest Center for Environmental Excellence - Home of...

AFCI Update: Tim King and Jeff Sterling gave an update on progress with the feasibility of a partnership. They have developed a financial model based on input we have given them. Most of the data was based on our feasibility study so it needs some serious updating. The most critical task is to work with Staff and Board to dig into the model and perfect it. We need to do this before we can prepare a real business plan to put on the table with potential partners, investors. They have had a conversation with American Farmland Trust who may be interested in partnering with us as well. They will also be meeting with Jay Gordon of the WA Dairy Farmers Assoc. who works for the Ruckelshaus Center re: creating a balance between farmland preservation and other environmental needs specifically related to resource protection.

Fundraising Committee:

Development Director Committee Update: Mike prepared a sample job description he compiled from various sources that should serve our purposes. It was constructed to aid us in finding someone who can help design an appropriate fundraising strategy for our organization in relation to where we are in our development. Someone who can close the deal, understands planned giving, etc and with Pacific Northwest connections. We need to further discuss compensation and how that would work. We may want to wait to launch this until we have finished the process with AFCI and see where we are. Is there any existing program that involves the sharing of fundraisers between organizations in order to pool resources? Mike will research with his contacts and report back.

Communications:

The June Board meeting is rescheduled for June 17th.

WSHF

The WSHF is cancelled for this year. Fred will get staff a letter to post on website and staff will prepare an email blast that will focus on our excitement in preparing the property for our use and looking forward to holding the event there next year. Nominations will be accepted this year and will carry over to next.

Meeting adjourned at 6:30 pm

Submitted by Michelle Hori
For Paul Hirsch, Secretary