



PNWSC Board Minutes
4:30 – 6:30 pm @ Pacific NW Salmon Center Property
January 13, 2010

Directors Present:

Fred Barrett	Al Adams	Paul Hirsch (teleconference)
Leslie Krueger	Sue Patnude	David Peterson
Bill Portuese (teleconference)		Neil Werner

Director Emeritus: Bob Hager

Directors absent: Mike Henderson Larry Peck

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

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

Minutes Approval: Secretary

It was moved and seconded to approve the minutes of December with a list of the elected Board Members to be incorporated. The motion passed unanimously.

Financial Reports: Treasurer/Staff

December and end of year financials were distributed as well as a report showing our basic operating expenses month by month January through June 2010. Sue wanted to make sure Board members are aware that our balance carrying forward is negative without additional income. Pledges are not included in income on this report as they are not known regular income. Now would be a good time to call in those pledges. We must get serious about sustainability and think about a contingency plan. Sue has grants in the wings but they won't cover operations, only programs. Neil spoke about the carcass program and the possibility is strong that funds will become available in the near future. HCSEG has pledged that they will grant some of these funds to the SC that will be unrestricted. We will know if the program is a go within weeks, current legislation/bill is in the works and it is a short legislative session. Funds could be generated as early as this fall. Program is moving forward sooner than they thought. Discussion continued to later in agenda.

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

Public Comment: None

Director's Report - Managing Director

RCO/WDFW and Alpacas –The land the Alpacas are on is owned by WDFW and is the land purchased with the RCO/WWRP grant that PNWSC submitted on WDFW’s behalf. WDFW has said that the grant agreement prohibits this use on the property so our first step was to determine if that was correct. We looked at the policy manuals for WWRP and Urban Wildlife Program and under the grant agreement the alpacas can be an allowed use or so we believe. PNWSC wrote a letter to the project manager at WWRP to clarify our program intentions in utilizing 3 acres for alpacas (copy of letter was distributed.) Property is for public access, interpretation, etc as listed in letter. It may be possible to trade property as a backup plan or we move them to another part of the property when things dry out. It was suggested that a copy of the letter be sent to WDFW to keep the lines of communication open.

Mason Conservation District has been out again to get elevations to put together a drainage plan to put together an action plan for the spring to get fields drained and move forward with crop planting.

Approval Items – President

- **Board Member Elections**

Current Officers:

Fred Barrett	President
Al Adams	Vice President
Paul Hirsch	Secretary
Sue Patnude	Treasurer

Slate for 2010 as presented:

Fred Barrett	President
Al Adams	Vice President
Paul Hirsch	Secretary
Sue Patnude	Treasurer

Al suggested we find the next president and make them VP so they can gain experience over the next year and then move up. He will fulfill the position until we can put a succession plan in place. Sue would like to give up her seat as Treasurer as well. The slate will be presented as is and we will continue to seek replacements for VP and Treasurer.

It was moved and seconded to approve the slate of officers. Motion approved unanimously.

- **Budget 2010** 2010 budget was presented for approval. 72K was added under both income and expenses for CTED Grant funds not expended in 2009. The income to be received from donations and grants not yet located is still reflected in income. This budget is a tool and we can/will amend as we go to reflect reality. A lot of the needed funds are to cover additional personnel. If no funding comes in we will not be hiring. It’s a planning budget only not an approved expenditures budget. It does not authorize staff to follow through on all expenditure items without Board approval? Our Financial Policy limits staff. We need to look at updating this policy, David will assist staff. *It was moved and seconded to approve the 2010 budget as presented. Motion approved unanimously.*

Discussion Items – President

- **USDA Loan Update** – The application has been submitted, staff is getting them additional items they need. Norm Dicks’ office has said that they will support it once we get a tracking number and they will follow the process through.
- **The North Mason Chamber Gala** is January 23rd at Alderbrook. PNWSC will be recipient of the Chairman’s Award. We have two tables. Fred will bring Al and Sybil Burgess up to accept award.

- Burgess Memorial –Previous discussions have suggested naming the barn (after renovation) for him i.e. Burgess Hall. It would be a good tangible visible memorial. John was one of the original founders and a vision for that building is already in place that is in sync with John’s vision of the property. We can establish a memorial wall of sorts to tell why it is Burgess Hall the story of the founders. Maybe organize a spring fundraiser around the barn dedication to John. *It was moved and seconded to name the barn for John Burgess. Motion approved unanimously.*
- Events – A Fleece Fair in May/June. Fred would like to hold a Mother’s Day and Father’s Day Event. Fred will start on this.
- Board Member Expectations were reviewed by Fred and the Board was asked to sign individual copies and return to staff. Bill mentioned there are some new rules for form 990 for Boards and decision makers that staff should research.
- Board Growth – Please identify at least 3 folks to bring onto the Board. Corporate Board members as well, look all over the PNW. Candidates need to bring time, talent or treasure to the table.

Fundraising Committee – President

- Immediate needs - Need to come up with 50K or we will be in the hole by June. We need to hire a fundraiser. Gail Romero is ready to start helping us but she costs money. i.e. 15K month for 3 mos. Gary Yazwa as well. Pillage your rolodex and bring some people to us. We want friends of the org, long term supporters and Board Members, long term participants. Fred will put together a one pager on values statements, why folks might be interested so we are all on the same page. We need to come back and give reports on progress, who we talked to, make a list of those contacted. Bill will approach some folks who might be interested from his fundraiser party a couple years back. At next meeting we can compare notes.
- Capital Campaign – on hold until we can come up with funds to hire someone like Gail Romero .
- WSHF – First choice is October 2nd, staff will see if Norm Dicks is available and reserve the date.
- Sustainable Path Foundation grant – Sue would like to prepare a letter of inquiry to this foundation for a project to develop a system integrating farming with sensitive ecological areas. Something to use as a framework to develop programs in the future and in other areas. Sue wants head nod permission to submit an LOI for this grant for 10-15K. Done

Communications

We need to approve an MOU with HCSEG. Staff will distribute to Board for input and put on February agenda.

March 13th – 4H group wants to use the property for an event. We need to draw up a facilities use agreement that establishes policies, gets us added as additionally insured.

Herb – concerned that if we try to get Seattle heavy hitters on the Board that they will not attend meetings and we won’t have a quorum. Maybe we can set up an advisory board or ex officio board to avoid that problem.

Meeting adjourned at 6:20 pm

Submitted by Michelle Hori

For Paul Hirsch, Secretary