

SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT

helping people protect, conserve and restore natural resources since 1939

AGENDA

SATURDAY, MARCH 10, 2007

RETREAT OF THE BOARD OF DIRECTORS

OPEN SESSION 9:00 A.M.

LOCATION: 1001 OCEAN BLVD, MOSS BEACH (PRIVATE HOME)

- 9:00 a.m. Introduction of Attendees
- 9:05 a.m. Call to Order and Open Session
- 9:05 a.m. Oral Comment: Public Comment and Board & Staff Comment
- 9:20 a.m. Directors' Goals for Participation in RCD
- 9:40 a.m. Understanding Fiscal Reports
- 10:10 a.m. [Break]
- 10:20 a.m. Board Role in Financial Security of RCD
[Two 10-minute breaks as needed.]
- 1:00 p.m. Adjourn

THIS AGENDA IS SUBJECT TO REVISION AND MAY BE AMENDED PRIOR TO THE SCHEDULED MEETING. IF AMENDED, A FINAL AGENDA WILL BE POSTED 72 HOURS PRIOR TO THE MEETING AT THE RCD OFFICE. COPIES OF THE FINAL AGENDA WILL BE AVAILABLE AT THE MEETING. ADDITIONAL EFFORTS WILL BE MADE TO SEND THIS AGENDA TO THE HALF MOON BAY LIBRARY AND SAN MATEO COUNTY FOR PUBLIC NOTICE. PLEASE CONTACT THE RCD IF YOU NEED SPECIAL ARRANGEMENTS TO ATTEND THIS MEETING.

SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT
BOARD OF DIRECTORS RETREAT

Minutes

March 10, 2007

Those in attendance: Rich Allen, Jack Olsen, TJ Glauthier, Jim Reynolds, Roxy Stone, Kellyx Nelson, and Renee Moldovan

Meeting called to order @ 9:00 a.m.

Oral Comment

- Jim Reynolds moved to remove the Environmental Education discussion from the agenda, seconded by Rich Allen. Motion passed.

Consent Agenda

Regular Agenda: Business Old and New

- Directors' Goals for Participation in RCD
 - Kellyx led an activity in which each Director was asked to respond to the following questions:
 - What drew you to the RCD Board?
 - What about it is most fulfilling to you?
 - What do you hope to get out of the experience?
 - What do you hope to offer?
 - What do you hope to accomplish during this term?
 - What are the strengths and resources you bring to the table?
 - What are the training and resources you need?
 - Strong Executive Director leadership
 - More staff to support Executive Director
 - Bring in CARCD to instruct and update RCD
 - Work with state association and focus on legislative issues
 - More interactive field trips with Board participation
 - Adding a universal calendar
 - More involvement with RC&D's
 - Greater participation at the state level
 - Staff requests for training and resources included:
 - Meeting space
 - Farm Bureau has room for 8
 - Mid-Coast Community Council
 - South Skyline Ridge Homeowners Association
 - Project funding
 - Unencumbered Funding

- Software resources
 - RCD space with windows
 - Annual audit review
- Understanding Fiscal Reports
 - Renee gave an overview of the Cash Flow, Budget Summary, Profit & Loss, and Balance Sheet
 - Board was asked to look at the documents and figure out what story they are telling about the RCD. Board and staff discussed the reports
- Board Role in Financial Security of RCD
 - Board was asked to write our Mission Statement
 - Discussion of how understanding our mission statement is at the basis of the board's role.
 - As an organization we do not have a vision or values statement. The only thing we have all signed on to is our mission statement.
 - Discussion ensued as to what the board's legal responsibilities are for fiscal oversight of the district.
 - How can the Board and/or individual directors contribute to the financial security of the RCD?
 - How does each responsibility manifest "in the real world".
 - Board Involvement in Funding: Next Steps
 - Board was asked to look over "Dollars for Districts" and determine which of these are the best fit for us.
 - Some examples of fundraising have been the Blue Circle auction items and locations, connections to funders and individual donors, Roxy arranging meeting space.
 - What are next steps?
 - Elevator Speech
 - Board was asked to pair up with a partner. Each person was given a scenario in which they would have an opportunity to speak with someone about the RCD for approximately 30 to 60 seconds. Everyone then gave their "elevator speech" in front of the other board members and received feedback and ideas from the group.
 - Everyone was asked to commit to one "elevator speech" a week.
 - Jack will have us put on the email list for Pat Black the SMC Nonprofit Coordinator.
 - It was determined that we would have a second retreat and the date would be decided at our next board meeting.
 - TJ motioned to adjourn the meeting, Jack seconded.
 - Meeting adjourned at 1:30