



California Fire Safe Council
BOARD OF DIRECTORS MEETING
OPEN SESSION MINUTES
October 28, 2020 1:30pm – 3:45pm

Those Present: Bob Roper, Kate Dargan, David Shew, Pat Frost, Pat Kidder, Laura Blaul, Frank Stewart, Ed Mertens

Staff: Elizabeth Lamar, Michaela Martinez, Amber

1. Welcome

- Bob Roper opened the meeting at 1:30 and welcomed everyone
- Elizabeth Lamar introduced our new employees – North and South Regional Coordinators

2. Approval of Past Minutes

Delayed until November meeting as minutes were corrupted and would not open

3. Informational Agenda – Bob highlighted items for November Board meeting.

Please review and be ready for discussion

- A. Board Development Committee Proposal
- B. FSC Certification
- C. Board member expenses

4. Open Session

A. Future BoD meetings – Bob provided dates for our calendars

- November 18, 2020
- December 16, 2020
- January 27, 2021
- February 24, 2021
- March 31, 2021

B. 2021 Awards (Dave & Laura): Dave/Laura – see awards document

- Dave, Laura and Ed will continue work on the Awards Banquet in conjunction with 2021 Leg Day
- We will start simple with 5 awards, two for community groups
- There will be on-line contingencies for both Leg Day and the Awards Banquet
- IAP in progress

C. 2021 Budget Development - Kate & Evelyn

- See PowerPoint
- Simplified and complete!

- D. Grant Approvals: Kate – see documents
 - PG&E
 - Climate Corp**Motion to approve both grant proposals was unanimously approved**
- E. Marketing Campaign - Elizabeth
 - Work with contractor continues and is on tract
- F. Grant policy (Laura)
Motion to approve the new policy was unanimously approved with caveat that it will also become part of Financial Policy
- G. Exec. Director Contract & Job Description: Bob – see documents
Motion to approve the contract to find our next Executive Director was unanimously approved

5. Standing Agenda

- A. Executive Director's report - Kate
 - Clearinghouse update – Amber
 - Work on grants is underway and reimbursements are being processed
 - Programs – Elizabeth
 - The Regional Coordinators start work Monday
- B. Financial Report – Pat Kidder for David Horne, Treasurer
 - See October Report
 - Audit Update – complete and work on minor findings underway**Motion to receive and file financial report passed unanimously**

3:00pm: Motion to move into Closed Session was unanimously approved

3:30pm: Motion to close Closed Session and move back to Open Session was unanimously approved

6. Wrap-up and Adjourn at 3:45pm

Next meeting November 18, 2020 at 130pm