MEETING MINUTES OF THE BOARD OF DIRECTORS OF
THE BAY FOUNDATION
Wednesday, February 6, 2019
Loyola Marymount University, LSB 118

1. Introductions: Meeting started at 10:08am chaired by Laurie Newman.

2. The minutes of the July 31, 2018 Board Meeting were approved (MSP Egoscue/Rasmussen)

3. The minutes of the November 29, 2018 Board Meeting were approved (MSP Vernez/Newman)

4. Executive Director/Staff Reports
   a. Administrative Update (order of agenda was changed for clarity of review)
      i. Agenda item 4.a.iii - Annual Audit Report was approved (MSP Vernez/Doss-Hertz)
      ii. As per Tracy’s suggestion the language of agenda item 4.a.i. was changed from “Consideration of approval” to Review of Form 990. The board acknowledged receipt and opportunity to review Form 990.
      iii. Agenda item 4.a.ii. - Tom presented the 2018 DRAFT Summary of Accomplishments
      iv. Marcelo presented the quarterly financial report (July 2018 – December 2018)
      v. 2019 Commitment Letters were signed and collected.
      vi. 2019 Conflict of Interest Agreements were signed and collected.
   b. Programs/Operations
      i. Program updates
         1. FY20 workplan will be submitted to EPA no later than June 1
         2. Update on revision process and E-Survey regarding structure
         3. SMBNEP Update
            a. NEP/EPA meeting in DC March 11th
      ii. Employee Policies
         1. Employee handbook review
         2. Staff changes
         3. Social Media
      iii. TBF Project updates were present by Tom
   c. Tracy Egoscue provided brief legal update (CLOSED SESSION)

5. Development
   a. Smog City “Pints with Purpose” – April Thursdays
   b. Coastal Connection 5 meeting was scheduled with the planning committee.

6. Meeting was adjourned at 12:10pm

Attendance: Laurie Newman, John Dorsey, Kate Vernez, Laura Doss-Hertz, Tracy Egoscue, Jeff Klocke, David McCarthy (via phone), Tyler Rasmussen.
Absent: Catherine Tyrrell
Staff: Tom Ford, Marcelo Villagomez, Heather Burdick, Karina Johnston