

Coastal Fund
Minutes of Board of Directors Proceedings
February 11, 2008

The Coastal Fund Board of Directors meeting was called to order at 6:30 PM by Lexie Brown, Chair

I. ROLL CALL

Board Members Present

Pilar Alomia
Joel Armin-Hoiland
Lexie Brown
Cheryl Chen
Kaela Jorgenson
Jenna Newburn
Jessica Spence

Administrative Assistant

Kevin Le – absent

Legislative Council Liaison

Chris Wendle – absent

Outreach Coordinators

Hannah Perry
Michelle van Oppen

Grants Manager

Scott Bull

Financial Advisor

Cindy Lopez

II. Acceptance of Proxies, Tardies, and Excused Absences

Hannah Perry – left early
Cindy – left early
Lauren Cobbe - absent

III. ANNOUNCEMENTS

On Monday, Scott will hopefully interview an applicant for the Coastal Service Program with board members present.

The CF web designer applicant will be advised to apply for the AS position.

Cheryl Chen has been accepted into the PhD program. Will remain on Coastal Fund next year!!!! YEAH!!

IV. ACCEPTANCE OF MINUTES

No acceptance of minutes because the computer was frozen and the minutes were unavailable. The minutes will be e-mailed to board members later this week.

V. ACCEPTANCE OF AGENDA

MS Brown motion to approve the Agenda.

MSC Motion is accepted.

VI. BUDGET REPORT

Currently, there is \$183,654.58 in the account and there is \$169,917.11 left to fund projects for the remainder of the year. Our biggest expenditure this year is the COPR self-guided tour, \$4,600. So far, we have spent \$10,001 this quarter on projects.

VII. PROPOSAL REVIEW

MAJOR FUNDING PROJECT APPLICATION

WIN08-04 “The Sustainable Media Team”

After initially reviewing the proposal, the board had several questions. Armin-Hoiland had questions about the student media interns’ wages because the math appeared wrong. It should have been \$5,100, not \$4,335. He also felt uncertain about the budget. CF does not want to merely purchase equipment for organizations. Chen did not understand why they insisted on having their own equipment when they have access to the environmental media lab. Brown wanted the applicants to describe what the volunteers’ work would include and how it would be monitored. Newburn questioned why they did not partner with the Nexus to start a sustainability editorial column. The board’s consensus was that the proposal needed a more detailed budget breakdown and coastal relevance.

After meeting with the applicant, the board appreciated the Sustainable Media Team’s Goal of connecting environmental audiences. Student interns – Scott, Chris, and Taylor – presented the proposal with their

mentor Katie Maynard. Sustainable Radio staff, Jill and Carol, later came to answer questions. The student interns claimed that the project affects coastline issues because it will include Blue Horizons' material and content on sustainable fisheries and other coastal related issues. The project is also relevant to CF because it relates to the education aspect of our mission statement by educating students about important coastal issues. In response to Newburn and Chen's questions, they currently have a digital column with the Nexus and have been unable to obtain access to the EMI lab. Maynard answered Armin-Hoiland's question concerning the interns' wages saying that the proposed wage was correct, but it did not explicitly demonstrate the amount scaled down for when school was not in session. She will send CF a week-by-week salary breakdown. After acknowledging that the applicant could perform their project without buying new equipment, the board decided not to fund equipment, to cut the intern hours in half, and to fund only 2 undergraduate interns. If the applicant demonstrates real coastal related results, then they may apply to CF again to secure further funding. In order to have their minor funding request for a camera seriously considered, they must develop a specific plan for it, which would include actual coastal events to cover.

**MS Armin-Hoiland motion to approve this proposal at \$3,164.
MSC Spence, Motion is accepted.**

Stipulations were made to fund 2 interns at \$3,164. The interns will work for 8 hours/week, at \$8.50/hour, for 2 quarters. The applicant may later apply for minor funding to purchase a camera if they demonstrate need and identify particular plans for it.

The Motion was passed at 7:0

VIII. BUSINESS

1.) Winter Social

We will meet on Friday, February 29th to discuss CF bylaws update and website content, policies, and other business on sunset kidd. The board will divide and review these items before the retreat so they will be prepared to discuss them.

**MS Armin-Hoiland motion to approve \$390 for all day retreat.
MSC Spence, Motion is accepted.**

2.) Partnership for Excellence

Four people are interested in attending the event, which will be held on Monday, March 4th. The board will have the opportunity to network with people from funding and non-profit organizations. They will learn what non-profits need and what funding organizations seek. This event lasts all day, so a few attendees will go only half day. Joel and Jessica want to attend the morning session. Jorgenson, Alomia, and van Oppen want to attend the afternoon session. Newburn would like to go the entire day.

3.) Coastal Service Program

Coastal Service Program interviews will begin soon. There is a few students interested in the program.

4.) Stewardship Award-Scholarship Form

CF has changed the program summary to make it more inclusive to all students. Ideal applicants are poised to be leaders in the coastal field. This scholarship is the first one CF has offered. An acceptable applicant could be a student studying abroad attending classes that involve field study and watersheds.

5.) Completed Final Report Form

The final reports need to be more specific and concise. We want the reports to be as clear and effective as possible because they are ultimately for the board's convenience. In order to simplify the report, we could create a table for people to fill regarding their budget, specifying what was received and spent. We also could utilize lists with questions asking how many students were involved. The applicants could simply fill in a box. Jorgenson and Armin-Hoiland volunteered to edit the form and return back to Board at next meeting.

6.) Outreach

Van Oppen needs to send the Coastal Fund logo to Chen so the media program can print them on their shirts. She also needs to advertise for Spring funding because applications are due April 11th. Magnets and tide calendars will be ordered this week. She is still waiting for Alex Afzali to send the edited video and his invoice. Next week, she will look into other forms of merchandise like coffee mugs, pocket ashtrays, paint can ashtrays, and biodegradable sunscreen. Aside from the film and merchandise, she is trying to plan a Coastal Fund beach clean-up. WAY TO GO MICHELLE!!!! Impressive!

7.) Spring Concert for the Coast

Newburn is organizing this event. Bull will help her figure out how much money IV Surfider has in their account. She will meet with Alomia on either Monday or Wednesday afternoon to work on planning. Currently, she is trying to hire the band Blue Turtle Seduction to play at the concert, order shirts, select a venue, and gather sponsorships throughout the community. Scott suggested that People's Park may be a better venue.

8.) A.S. Policies on Student Government

The A.S. policies should be included with CF's bylaws because they include important procedures to follow. They are an essential part of how we review applications and how applicants understand our requirements. In addition to the A.S. policies, we should provide new members with typical questions we ask grant applicants. This document will be a working document that we can edit as necessary.

Potential questions could pertain to the applicant's budget calculations, expenditures, number of students involved, and salary amount. Although we have diverse applicants, most of the questions that we ask are formulaic. In addition to including popular questions, we could also include ideal projects that we have funded in the past, such as COPR efforts. Including information on more complex projects that link UCSB to the wider Santa Barbara community would also be useful.

Armin-Hoiland and Newburn will make a question template, which will include Alomia and Jorgenson's input as newer board members.

9) Student web and graphic artist

A Student Staff Web Designer and Student Staff Graphic Artist is going to be hired in AS. Request that Coastal Fund contribute \$1000 each to these positions (as collective by several other AS groups). Coastal Fund will have total access to these students and it is a worthwhile contribution. This is a small amount of \$\$ for the large amount of work we will get out of these students.

MS Brown motion to approve \$1000 each position, total \$2000 for all day retreat.

MSC Newburn, Motion is accepted.

IX. ADJOURNMENT

It was motioned to adjourn at 9:25. Everyone unanimously agreed.