## Coastal Fund Minutes

## ASsquare_logo.tifAssociated Students

10/21/13, 6:00 PM

AS Conference Room Minutes/Actions recorded by: Miranda Walker

**CALL TO ORDER AT 6:13 PM**

**A. MEETING BUSINESS**

1. **Roll Call**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Note:** absent (excused/not excused)arrived late (time)departed early (time)proxy (full name) | **Name** | **Note:**absent (excused/not excused)arrived late (time)departed early (time)proxy (full name) |
| Natalie Testa | **Present** | Miranda Walker | **Present** |
| Marissa Bills | **Present** | Sara Rosenblatt | **Present** |
| Taylor Debevec | **Present** | Marcee Davis | **Present** |
| Gad Girling | **Present** | Megan Roy | **Present** |
| Bjorn Kallerud | **Present** | Andre Taylor | **Absent** |
| Kelsey Bisson | **Present** |  |  |
| Samantha Fulgham | **Present** |  |  |
| Aaron Jones | **Present** |

1. **Acceptance of Excused Absences & Acceptance of Proxies**

*MOTION/SECOND: Girling/Fulgham*

*Motion to approve absences and proxies.*

*ACTION: Consent*

 **B. Announcements**

None.

1. **ACCEPTANCE of ACTION SUMMARY/MINUTES**

**C-1. Approval of our Action Summary/Minutes from 10/14/13**

*MOTION/SECOND: Fulgham/Kallerud*

*Motion to approve action summary/minutes from 10/14/2013*

*ACTION: Consent*

1. **ACCEPTANCE of AGENDA**

*MOTION/SECOND: Testa/Girling*

*Motion to approve agenda 10/21/13.*

*ACTION: Consent*

1. **Budget Announcement**

Budget priorities have been discussed.

1. Note: Monies can be reallocated to other accounts as needed

**E-1. Outreach Budget**

1. No monies have been spent. The budget remains the same this year as the year prior.
2. **REPORTS**

Announcements in this section are informational. Do not include any requests for financial allocations.

1. **Advisor’s Report**
	1. Reorganization of Associated Students and BCCs
		1. A proposal, as provided by the AS President and BC4, seeks to remedy a lack of communication amongst AS. All of AS, and more specifically the BCCs, will be reorganized under the five executive officers. Jones recommends that the board review the proposal in order that any potential concerns or questions can be presented in response to the proposal.
	2. Past allocations
		1. All allocations made earlier this quarter must be motioned again. Please see old and new business.
	3. Food allocations
		1. It is important that the board be mindful of how Coastal Fund chooses to allocate funds for food. The board agrees to best articulate their reasoning and/or necessity for food allocations when necessary and to be conservative when such decisions are being made.
	4. Goleta Valley Beautiful, project FALL09-06
		1. After reviewing projects granted to the Goleta Valley Beautiful organization a technical error arose, in which case the project FALL09-06 was awarded $8500, but the monies were not distributed in its entirety; Goleta Valley Beautiful was issued a check of only $7500. Because the project has been completed by GVB with the $7500 issued, the board has agreed that it is not necessary to allocate the remaining $1000.00.
	5. Environmental Affairs Adviser Position
		1. Bills and Jones have begun discussing what the qualifications and specific duties of the environmental affairs adviser position will be. The board plans to revisit this issue together in the coming weeks. This will be a two-month process, minimum. The goal is to fill the position before the spring quarter.
2. **Chair Report: Bills**
	1. Coastal Fund Processes Recommendation
		1. Recommendations regarding the future processes of Coastal Fund, as proposed by the AS Executive Director MariselaMárquez, were discussed. There is urgency from the Fair Political Practices that Coastal Fund take action to ensure that no misunderstandings or misrepresentations will take place in the future. That which the board has agreed upon will be implemented before granting funds to any projects beginning this quarter. Once solidified, all current and future applicants will be notified of such changes.
			1. Instituting a Technical Assistance Workshop
				1. The board has agreed that all community grantees that have applied to the Coastal Fund must attend a mandatory technical workshop. The workshop will be conducted in the Associated Students office and such community grantees must collect funds there. This workshop will hold applicants not affiliated with the university accountable for funds granted. The workshop will provide applicants with an explanation of the grant application process, expected timeline for a project, how funds can and cannot be spent, and expectations of the applicant and project including but not limited to required paperwork, deadlines, final reports, receipts, and 990s. The workshop will specifically address any and all repercussions and consequences for not following Coastal Fund policies and procedures. Such consequences would cause an applicant to be ineligible for future grants and/or require all funds to be returned. The goal of the workshop is to front-load the information to applicants to make clear the expectations and responsibilities they are to accept. A subcommittee will be created at the next meeting to better detail the logistics, i.e. who will conduct the workshop, when it will take place, what will be included, and whether or not the applicant or organization’s representative will attend quarterly, annually, etc. Such details will be discussed with Cindy Lopez, Assistant Director for Finance and Budget.
			2. Accountability of their Award. The following are recommendations as to managing the distribution of funds and holding all paperwork centrally.

2-A. Incremental Funds

The proposal suggests distributing funds in increments (i.e. 25% of the total granted funds) rather than releasing one lump sum payout. The board has agreed that such a process would be difficult for outside organizations that may not have the ability to complete a project without the funds prior. The board agrees that any reallocations must be approved, as has been implemented in the past. For the ease and efficiency of Cindy Lopez’s work, applicants must provide receipts in their final report and submit it to both the board and Cindy following their end date.

2-B. 990 IRS Statements

The recommendation is to require applicants to provide their 990 IRS statements before funding is granted. This will ensure that the Coastal Fund Board and staff have proper documentation verifying their expenditures and personnel are documented. The Board has agreed to implement this.

2-C. Final Reports

The board has agreed that if the community grantees are prior recipients of Coastal Fund funds, all of their prior final reports must be submitted and filed prior to any future granted funds.

* + - 1. Denial of Future Awards Based on Non Compliance with the Board’s Expectations
				1. The Board has agreed to give Cindy Lopez a set of criteria for reference that authorizes her to request our funds be returned from a community grantee should they fail to meet the requirements as provided to the grantee before funding. This set of criteria will be established by a sub-committee and later approved by the board in the coming weeks.
1. **Senate**
2. **IV Surfrider**
	1. A hiring campaign has just opened and contact is being made with those interested. They plan to finalize the core memberships within the next week.
3. **EAB**
	1. EAB is beginning it’s quarterly events including, but not limited to, bike rides to the farmer’s market.
4. **EVPLA**
	1. No representative available.
5. **Administrative Report**
	1. Missing Final Reports WIN08-FALL12 update
		1. An excel spreadsheet summarizing the missing final reports between WIN08 and FALL12 has been created. Information included is as follows: project number, title, organization, applicant, contact information, funded amount, current end date, and number of extensions already requested. Jones and Walker have agreed to contact these individuals personally and request the reports.
	2. Nametags
		1. All nametags have been made and will be used for future Coastal Fund meetings.
	3. Coastal Fund Officer Page
		1. The officer’s page has been updated with all a current biography and photo of 2013-2014 current board and staff members.
	4. Applicant Meeting Times
		1. All meeting times have been confirmed.
6. **Coastal Service Program**
	1. Weekly group update
		1. Nine groups have been assigned to projects, two of which are going out this weekend. These groups will be paid in the coming weeks, estimating at a total of $1,600.00.
	2. Coastal Fund CSP project
		1. Rosenblatt intends to contact the Growing Solutions Restoration Education Institute this week to establish available dates.
	3. Anacapa Restoration
		1. The Channel Islands Restoration trips available are on Wednesdays of each week. Those interested in attending are Fulgham, Kallerud, Bisson and Walker. More information will be collected from the Channel Islands Restoration this week and the board will decide next week whether or not this trip remains of interest.
7. **Outreach and Education**
	1. Isla Vista Recreation and Park District HalloClean co-sponsorship (please refer to old business for allocation decisions).
	2. Tide Calendar Design Drafts
		1. The Outreach and Education Coordinators have agreed to redesign the tide calendars in celebration of Coastal Fund’s 15th anniversary. The board will decide on a design at the next meeting.
	3. Merchandise
		1. The Outreach and Education Coordinators have agreed to re-design the merchandise given at the annual gala to reflect the 15th anniversary campaign. Design drafts will be made in upcoming weeks and presented to the board.
8. **Sub-Committee Reports**

 Sub-committees will be formed at the following meeting.

1. **ACTION ITEMS**

**G-1. Old Business**

1. Coastal Service Program
	* 1. Copy account

*MOTION/SECOND: Testa/Debevec*

*Motion to approve $200 from the CSP funds to the copy account*

*ACTION: Consent*

* + 1. Rollover Funds

*MOTION/SECOND: Debevec/Kallerud*

*Motion to approve the rollover amount allocated to CSP last year to this year’s CSP account.*

*ACTION: Consent*

* 1. Coastal Fund and Bike Committee Office Blinds
		1. AS Bikes has agreed to split the total cost of $1450.00 for new office blinds.

*MOTION/SECOND: Fulgham/Bisson*

*Motion to allocate $750.00 to the purchase of office blinds.*

*ACTION: Consent*

* 1. Outreach and Education
		1. Co-sponsorship Funds

*MOTION/SECOND: Debevec/Testa*

*Motion to allocate $10,000.00 to the Outreach and Education co-sponsorship account.*

*ACTION: Consent*

* + 1. HalloClean Co-sponsorship
			1. The Outreach and Education Coordinators have made a final decision to provide half the funds of HalloClean’s tanks in the amount of $425.00. By helping to sponsor this event we are furthering the mission of Coastal Fund by protecting our local beach line. The Adopt-A-Block HalloClean event will remove trash from the streets of Isla Vista the weekend of Halloween. In addition, the tanks will feature the Coastal Fund logo.

*MOTION/SECOND: Kallerud/Fulgham*

*Motion to approve $425.00 for the co-sponsorship of Adopt-A-Block’s HalloClean event*

*ACTION: Consent*

* 1. Fall 11-09 MPA Watch Internship
		1. The interns hired for winter and spring of 2012 resigned from their positions before the project was able to begin. The first intern hired graduated early and moved away and their main SBCK staff personnel took a leave of absence and then resigned. Only now do they have two new dedicated student interns and are working hard to establish a dedicated UCSB student MPA Watch volunteer group. In addition, the project applicant has requested to reallocate funds as follows: decrease the allocated amount for internships from $4,608 to $4,400, increase the SBCK Marine Program’s Director pay from $844 to $1,200, reduce intern travel expenditures from $1,488 to $1,200, and increase the amount allocated to intern monitoring supplies from $60 to $200.00. Because the project we initially funded was for two internships over the span of two quarters and has just began this quarter, the Board has agreed to extend the deadline until the end of the winter quarter (March 30, 2013) and approve the budget reallocation.

*MOTION/SECOND: Fulgham/Bisson*

*Motion to approve the extended deadline of project FALL11-09 MPA Watch Internship to March 30, 2013 and budget reallocation as is detailed in their budget reallocation request.*

*ACTION: Consent*

**G-2. New Business**

1. Past Food Requisition Approvals

*MOTION/SECOND: Kallerud/Testa*

*Motion to approve the expenditures of no more than $315 to board and staff personnel for past food requisitions dated 09/30/2013, 10/07/2013, and 10/14/2013.*

*ACTION: Consent*

1. Future Board Meeting Food

*MOTION/SECOND: Debevec/Kallerud*

*Motion to allocate no more than $150.00 for food per meeting for the remaining of the quarter.*

*ACTION: Consent*

1. Office Snacks

*MOTION/SECOND: Testa/Fulgham*

*Motion to allocate no more than $150.00 for snacks for the board members and staff during office hours.*

*ACTION: Consent*

**G-3. Project Update**

* 1. FALL09-11 Extension was requested and approved June 5, 2013, but no new end date was set. This extension will be revisited at the next meeting.

**G-4. Project Review**

1. **FALL 13-03 West Campus Bluffs Trail Restoration**

The goal of this project is to maintain, enhance and monitor restored areas along the West Campus Bluffs. These areas include all impacted edges of the new trail as well as newer project areas where grassland restoration was implemented last year. This will include extensive weeding efforts as well as replacement planting and seeding. Along with these manual efforts, an innovative mowing regime has begun which is meant to be a site wide passive restoration strategy that may over time increase the abundance of existing native grasses on the site, by mowing primarily before European annual grasses have had the opportunity to develop or drop their seed.

In the past, CCBER has successfully managed the new West Campus Bluffs trail installation project and restored the adjacent disturbed areas. CCBER’s recent restoration efforts were also expanded beyond the trail margins to larger portions of the area with the help of funding from the Goleta Valley Land Trust. Funds are requested to continue to maintain this area due to the likely influx of weeds during the winter and spring months. In addition, this grant will cover the fuel cost of a timed mowing regime currently in place and designed to gradually convert the area to more native dominated grassland, while also reducing fire risk.

UCSB students have been instrumental as the primary work force behind all of CCBERs restoration efforts at W. Campus Bluffs. All of the students that have come through the program have gained valuable restoration experience and a deeper connection to this beautiful natural area through its native flora and supported wildlife. Students and the entire community alike have appreciated the improvements to the area through the improved access and restoration, and CCBER has continued to strive towards making this a wonderful gateway to COPR, Ellwood mesa, and the entire Gaviota coast for people to appreciate nature and open space. The distinction between the intern and worker is that the interns often work side-by-side with staff learning all that is necessary to be a successful intern, while on the other hand workers are independent, often helping to train interns. The project continues to offer students opportunities to participate in meaningful and successful internships. The board agrees that this project fully supports the Coastal Fund mission in restoring and preserving the local coastline. The Board would like to maintain and continue that work Coastal Fund has helped CCBER begin. The Board wants to ensure that CCBERs long-term goal to restore the native plant species is met. Should the funds need to be limited, the student worker wages will be cut from $10/hr to $9/hr.

*MOTION/SECOND: Girling/Debevec*

*Motion to table the project in the full amount of $4,900.00.*

*ACTION: Consent*

1. **FALL 13-04 UCSB Campus Lagoon Restoration with Fire**

CCBER’s goal is to build on the successful restoration efforts of the last few years by continuing to expand the conversion of weed-dominated monocultures to diverse native habitats at several sites of the Campus Lagoon natural area. CCBER plans to use several approaches including: prescribed burning, solarization and experimental salt-water application along with standard manual efforts to achieve our restoration goals. CCBER is requesting partial support for the project manager and support for student workers during winter and spring quarters. These projects are part of CCBER’s effort to incrementally and sustainably implement the Coastal Commission approved Lagoon Restoration Plan. This will also build on a $30,000 grant from the Wetlands Recovery Project that CCBER recently completed along the northeastern shoreline by Campus Beach.

This project has proven to increase the biodiversity of the lagoon, as bobcats and other such species have been more recently sighted in the area. The project continues to offer student’s opportunities to participate in meaningful and successful worker-internship opportunities. The board agrees that this project fully supports the Coastal Fund mission in restoring and preserving the local coastline. The Board would like to maintain and continue that work Coastal Fund has helped CCBER begin. The Board wants to ensure that CCBERs long-term goal to restore the native plant species of the lagoon is met. Should the funds need to be limited, the student worker wages will be cut from $10/hr to $9/hr.

*MOTION/SECOND: Kallerud/Girling*

*Motion to table the project in the full amount of $10,000.00.*

*ACTION: Consent*

1. **MINOR 13-05 Devereux Slough Coastal Flora and Fauna**

The *Devereux Slough Coastal Wetland Project* (the “DSCW Project”) seeks to restore the historic functions of a riparian-to-estuary transition that will enhance the quality of existing wetlands and effectively double the wetland habitat in the Devereux Slough system. A crucial component of the restoration project is to develop a Research and Monitoring Plan. The overarching goals and objectives of the Research and Monitoring Plan are to aid scientists and stakeholders in assessing the success of the DSCW Project and assist managers in adaptive management strategies as the restoration progresses through its various phases. By considering this early, assumptions can be incorporated explicitly to improve project design and allow for pre-project monitoring. The initial phase of monitoring for the DSCW Project necessitates the development of a baseline database (a collection of historical raw data on coastal flora and fauna that could potentially be supported by the DSCW Project’s habitat restoration). The data sources include Christmas Bird Count for the Southern Goleta Count circle which date back to the 1962 and some data from 1904- 1940 which are housed at the Museum of Natural History, plus more than 500 scanned field notes from the past 40 years covering the Devereux region. In addition more recent birding field notes are compiled on SB Birding and e-bird websites (75,000 relevant records). These notes and observations provide an important baseline of information. This grant is sought to compile this baseline database of coastal flora and fauna species abundance and diversity that could be supported by suitable habitats created through the restoration project and incorporated into the monitoring protocol.

The project will be conducted on, and benefit, the University of California, Santa Barbara campus. This database will also support future research as a reference for other similar restoration and monitoring projects, both on the UCSB campus, and beyond. The board plans to ask for clarity regarding the graduate student’s responsibilities in both phase I and phase II of the project and consider whether the graduate and undergraduate interns are necessary for both phases. The Board agrees that it benefits all students, the data is valuable, the project goals are clear, and the success can be quickly accessed.

*MOTION/SECOND: Girling/Debevec*

*Motion to table the project in the full amount of $800.00.*

*ACTION: Consent*

1. **FALL 13-11 Urban Forester Intern Education Project**

Goleta Valley Beautiful (GVB) will continue its commitment to training and educating student interns, and to provide necessary irrigation equipment at diversified nursery sites on and off the UCSB campus. In learning to grow and care for a nursery of 1,500 native trees (GVB averages 500 trees planted annually), interns acquire knowledge and skill applicable to careers in horticulture, urban forestry and other environmental sectors. By growing, planting and caring for trees in public spaces, and promote public awareness of the benefits of trees helps protect and enhance watersheds through slowing and absorbing storm water, which cleans and reduces runoff to the ocean.

The Board agrees that the money requested is clearly quantifiable and can thus be easily accounted for at the end of their project. The project creates student opportunities for internships and volunteer experiences. Once the interns become educated on forester, they are responsible for educating others through this program. In addition, there are opportunities to move vertically to higher paid jobs in the future. The Board agrees to table this project in full, but should Coastal Fund funds be limited, money allocated to irrigation supplies may be cut and the number of interns may be limited.

*MOTION/SECOND: Debevec/Girling*

*Motion to table the project in the full amount of $7,000.00*

*ACTION: Consent*

1. **MINOR FALL 13-06 Bee Conscious**

The Bee Conscious club is associated with the Santa Barbara Bee Association and practice beekeeping at the Coal Oil Point Reserve. The goals of the organization are to learn about bees through several disciplines (including, but not limited to, history, classics, biology, and botany) as well as beekeeping. The bees being kept and cared for are native to the area and pose no harm to the local biodiversity of the coastline. Furthermore Bee Conscious aims to share the knowledge with the larger UCSB community through their events (e.g. candle-making workshops using wax from hives, honey-tastings, booths at the Farmers Markets, as well as film screenings and bee documentaries. In addition, Bee Conscious will be working alongside course professors to provide incentive for students to attend the events for extra credit. Bee Conscious has explained that six suits are necessary because six individuals will be working at the hives simultaneously. This allows the students to accomplish more and in a more efficient manner.

Finally, the project meets the goals of Coastal Fund’s mission primarily through preservation, restoration, and education. Bees pollinate and ensure the continuation of the local and native plant life. A healthy plant population helps support the larger ecosystem by providing a large food base for other insects, birds, and mammals in the area. Bees also help with restoring and ensuring the continuation of local plant life through pollination. Finally the club’s main objective is to teach students about bees, work with bees and understand the impact bees have on our everyday life. Students will learn through hands-on experience and become Bee Conscious. This knowledge is something they will take with them long after graduation and it will help them remain conscious of their impact on environment.

Bee conscious has successfully and adequately addressed all of the board’s concerns previously addressed in earlier meetings. The Board has agreed to table the project in the full amount of $900.00

*MOTION/SECOND: Testa/Kallerud*

*Motion to table the project in the full amount of 900.00.*

*ACTION: 6-0-1*

*Girling has abstained for the following reason: conflict of interest.*

1. **REMARKS**

**ADJOURNMENT at 9:30 PM**

*MOTION/SECOND to ADJOURN: Kallerud/Bisson*

*ACTION: Consent*