

**Minutes
Meeting of the Board of Directors
February 27, 2012**

I. Call to Order and Flag Salute

Vice Chair Mike Newman called the meeting to order at 6:30 p.m.

Present: Dendra Dengler, Richard Dorn, Julie Fulkerson, Bud Leonard, Mike Losey, Mark Lovelace, John Rogers, Ken Mierzwa, Mike Newman, Bruce Rupp, Sherman Schapiro, Frank Scolari, Alex Stillman, Bill Wennerholm **Absent:** Nancy Koke, Tyler Holmes, Mike Wilson

Staff Present: Gregg Foster, Virginia Fisher, Bonnie Smoller

II. Approval of Agenda and Minutes

M/S: Lovelace/Losey to approve the agenda and minutes of January 23, 2012. Ayes: 12 Nays:
0: Abstain: 2. Motion passes.

III. Financial Reports

M/S/P: Losey/Wennerholm to approve acceptance of the financial reports for January 31, 2012. Motion passed unanimously.

IV. Reports

A. Loan Portfolio Report: January 31, 2012; no action needed

B. Executive Director Report: Feb. 29, 2012 will be Gregg Foster's final day as executive director.

V. Public Input – for non agenda items: None

VI. Program

Redwood Community Colleges District: Richard Dorn: In early March CR was put on "show cause" status by the Accrediting Commission for Community and Junior Colleges. CR has until Oct. 15, 2012 to report to the commission and show why it should keep its accreditation status. Two of the seven recommendations made by the accrediting team have already been resolved.

Two handouts about this process were given to the group and will be sent to all board members and alternates.

The search for a new president has been narrowed to three candidates. It is expected that the candidate will be selected by March 14, 2012.

VII. Old Business

A. Report on Process for Updating the Humboldt County Comprehensive Economic

Development Strategy (CEDS): the updating process is underway. The first of a series of Prosperity 2012 meetings was held Feb. 17 at Humboldt County Office of Education. This meeting focused on Target of Opportunity industries and forming the action teams. Updates on the meetings and the CEDS process will continue to be brought to the board.

VIII. New Business

A. Presentation of Draft 2012-2013 Budget: The first draft of the budget was presented to the board. A public hearing for the budget will be held at the March 26 meeting and the final budget must be adopted in April. No action needed.

- B. **Appointment of Loan Committee Members: M/S/P: Schapiro/Fulkerson to appoint Patrick Whitchurch (Small Business) and Greg Bowen (Member at Large) to the RREDC loan committee, and to reappoint Jennifer Budwig, Dan Sweet, Scott Pesch and Sherman Schapiro.** Motion passed unanimously. All terms are from March 1, 2012 until March 1, 2014.
- C. **Update on Recruitment Process for New Executive Director:** Applicants for the position must apply through Sequoia Personnel Services (SPS). SPS will screen applications and forward those that meet the criteria to the RREDC executive committee for interviews. The executive committee will make their recommendation to the board of directors for final approval. The position will remain open until filled.
- D. **Appointment of Virginia Fisher as Interim Executive Director and Commission Secretary: M/S/P: Rupp/Fulkerson to appoint Virginia Fisher as interim executive director and commission secretary for the period of time from March 1, 2012 until the new executive director is hired and begins work. For that period of time Ms. Fisher will be paid at the hourly rate of \$31.25.** Motion passed unanimously.
- E. **Authorization of Member of Board of Directors as Signatory on North Valley Bank Petty Cash and Loan Disbursement Accounts: M/S/P: Stillman/Wennerholm to authorize Frank Scolari, Tyler Holmes and Bruce Rupp as signers on North Valley Bank petty cash and loan disbursement accounts. Scolari, Holmes and Rupp are already signers on the NVB operating account.** Motion passed unanimously.
- F. **Approval of Revised Contract with Suzanne Dockal & Associates to Add Additional Services: M/S/P: Schapiro/Stillman: to approve an Agreement of Services between Dockal & Associates (D&A) and RREDC for facilitation of transition and training for the new executive director through September 2012.** Motion passed unanimously.

Terms of the contract are that services will be charged on an hourly basis and will not exceed fifteen hours per month without prior written approval from the RREDC Board of Directors. Suzanne Dockal is serving RREDC as an independent contractor and as such, qualifies for no employee benefits.

The service shall begin on the day when the new executive director is in place and shall run for up to 6 months thereafter. However, the contract could end sooner with a decision by RREDC that the transition has been completed and the services are no longer needed.

- G. **Authorization for Gregg Foster to use RREDC Credit Card for Expenses Related to Network 2012 Airline Recruiting Conference: M/S/P: Rupp/Fulkerson to approve use of RREDC credit card by Gregg Foster during the time he attends the Network 2012 Conference in Tampa, Florida, March 4-7.** Motion passed unanimously.

IX. Member Reports/Updates

Reporting: City of Arcata, Humboldt Bay Municipal Water District, City of Eureka, Humboldt CSD, Manila CSD, City of Fortuna

- X. **Agenda Requests for March 26, 2012 Board Meeting:** Update on College of the Redwoods, update of CEDS process, executive director search/hiring status.

XI. Adjourn

The meeting adjourned at 8:08p.m.

Respectfully submitted:

Bonnie Smoller, recorder

Mike Newman, Vice Chair

