

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
MENDOCINO COUNTY FIRE SAFE COUNCIL, INC.**

Tuesday, April 8, 2008, at 5:30 p.m.
Ukiah Valley Fire District, 1500 S. State Street, Ukiah, California

President Colin Wilson called to order the meeting of the Board of Directors of the Mendocino County Fire Safe Council (MCFSC) at 5:38 p.m. Directors present were Colin Wilson, Suzanne Guido, Mike Jani (via phone), Ronda Gott, and Robert Bruce. Also present were Executive Director Julie Rogers (“Staff”) and guest Wolfgang Liebe of the U.S. Forest Service. Absent was Director Steve Leonard.

The Minutes of the January 23, 2008, meeting were unanimously approved as written.

Executive Director Julie Rogers gave the following report:

- MCFSC has been awarded two grants from the Bureau of Land Management for 2009: \$108,850 for gorse removal in Caspar and \$98,565 for a county-wide chipping program. The provision of free chipping for residents who clear around their homes and roads will motivate them and promote the fire safe message.
- Staff attended a conference of the Association for Fire Ecology late January in Tucson, Arizona. A key focus was the impact of climate change on the size and behavior of wildfires: fires are predicted to become larger and more severe.
- Staff also attended an invitation-only, all-expenses-paid training in San Diego in late March given by Firewise USA, a national wildfire safety organization supported by federal agencies including the National Fire Protection Administration (NFPA).
- MCFSC’s nonprofit bulk mailing permit has been approved. This will cut the mailing cost of “Living with Wildfire in Mendocino County” in half.

Mike Jani gave the Treasurer’s Report. As of April 3, 2008, total funds were \$86,865.94. Subtracting \$17,303.99 held in trust for Pine Mountain, Caspar, and Robinson Creek Fire Safe Councils yielded an MCFSC balance of \$69,561.95. Restricted funds for grant projects were \$40,800.30. Total operating budget funds were \$28,761.65. Details are given in a Financial Summary & Notes, Balance Sheet, and Statement of Income & Expenses available from MCFSC.

Under Committee Reports, President Wilson directed Personnel Committee Chair Ronda Gott to revise the employee manual and present a new draft at our next MCFSC board meeting, utilizing wording from other fire safe councils.

Suzanne Guido, Membership Committee Chair, reported seven new memberships. Dues are \$30 per year or \$50 for two years and help support the operating budget.

Under BLM Grant Project Reports, Staff reported that the Pine Mountain Defensible Space Chipping and Addressing Program will be completed by the end of April. The Brooktrails 2008 Fuels Reduction project is progressing well in the publicly-owned “greenbelt” areas.

Under Old Business, Staff presented Resolution No. 2008-2 amending MCFSC’s Bylaws

regarding the date of the annual members' meeting to read "(a)... The date shall fall within the first half of the year, or whenever is deemed suitable and appropriate by the Directors; and the meeting date shall be set and announced at least 21 days before the meeting occurs." The resolution was unanimously adopted by the directors present.

Staff presented a draft Memorandum of Understanding between the MCFSC and new local fire safe councils. This MOU covers formation of local councils and services provided to them by MCFSC. Some edits were made, and the MOU format was unanimously adopted as amended.

The directors then set the date for this year's Annual Members Meeting and Annual Organizational Meeting as Wednesday, May 28, 2008, to commence at 5:30 p.m., at the Ukiah Valley Fire District, 1500 S. State Street in Ukiah.

Under New Business, President Wilson presented a revised draft operating budget for calendar and fiscal year 2008 for final board approval. The budget reflected an operating budget balance on hand of \$28,761 as of April 3, 2008. Additional anticipated income for 2008 yielded total anticipated income of \$67,477 for the year. Given MCFSC's improved financial situation following a December/January fundraising campaign which netted \$15,000, the line item for training was increased to \$800 and an additional line item of \$2,000 for miscellaneous labor was added, yielding total 2008 budgeted expenses of \$59,896. A projected surplus of up to \$21,316 was identified for the year; this includes income from two small grant applications currently pending. The revised 2008 MCFSC operating budget was unanimously adopted as amended.

Under Officers' Reports, President Wilson presented concerns about contractual aspects of the Brooktrails Fuels Reduction work currently in process.

Staff and directors then discussed the 2000 GMC Sierra 4-wheel-drive pickup truck recently donated to MCFSC by Mendocino Redwood Company for travel to remote project sites and educational events. The title was transferred to MCFSC and the vehicle insured by the Anderson Valley Fire Department. As MCFSC's limited budget may not allow for maintaining and insuring the truck, Julie Rogers proposed purchasing the truck herself from MCFSC. Rogers was directed to research the issue and make a firm proposal at the next board meeting. Huge thanks to Mike Jani of Mendocino Redwood Company for arranging this donation.

President Wilson reported progress on organizing an educational *Wildfire Preparedness Expo* on Saturday, May 31, at the Redwood Empire Fairgrounds in Ukiah. The top-billed presenter will be Dr. Steve Quarles, a nationally known researcher with the UC Berkeley "Fire Center," who will demonstrate the ignitability of various building materials. President Wilson will demonstrate how to set up a home water supply for fire protection; he was currently writing a pamphlet on the subject, to be completed by May 31. Fire engines from Ukiah Valley Fire District and CAL FIRE will participate, and vendors of wildfire-related goods will be present. The board unanimously approved total expenditures for the event of up to \$500; any expense over \$200 must be vetted and approved by the Executive Committee which consists of the corporation's four officers.

The next board meeting will be held in conjunction with the 2008 Annual Members' and Organizational Meetings on Wednesday, May 28, at 5:30 p.m.

The meeting was adjourned at 7:37 p.m.

Dated: April 29, 2008

Suzanne Guido, Secretary