



MINUTES OF THE JANUARY 30, 2014 BOARD OF DIRECTORS MEETING OF THE RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ COUNTY

The Special Meeting of the Resource Conservation District of Santa Cruz County Board of Directors was called to order at **3:32PM, January 30, 2014** by Board Chair Jim McKenna at the District Office, 820 Bay Avenue, Suite 136, Capitola, CA 95010.

Directors Present: Gordon Claassen
Mike Manfre, Vice President
Jim McKenna, President
David Moeller
John Ricker
Roberta Smith

Directors Absent: Howard Liebenberg

RCD Staff Present: Kelli Camara, Technical Director
Tangi Chapman, Recorder
Sharon Corkrean, Director of Finance
Susan Pearce, Program Director

Others Present: George McMEnamin

WELCOME - INTRODUCTIONS

The meeting opened at 3:32PM with a quorum present. Jim McKenna chaired the meeting.

ORAL COMMUNICATIONS

George McMEnamin addressed the Board and encouraged them to hold a brainstorming session to address the drought in relation to current and past revegetation projects the District has installed in order to minimize the effects the drought will have on those sites. He volunteered his time to help with the effort.

(Mr McMEnamin left the meeting)

ACTION ITEMS

Program Discussion Items

Executive Director – Jim McKenna announced that because of health reasons Karen Christensen has resigned from her post as Executive Director (ED) but will continue as a Strategic Advisor to the District. Susan Pearce has volunteered at the request of Karen Christensen to fill the role of Executive Director on an interim basis until a permanent ED is hired. The Board expressed their confidence in Susan's ability as trust in her work. The Board discussed with Susan her availability to increase her hours during this interim period to 28 to 32 hours per week. Susan felt that she could commit to the increase of hours so long as it was for a short time. She also indicated that she would not be applying for the permanent ED position. After discussion, Roberta Smith moved to appoint Susan Pearce as the Interim Executive Director until a permanent Executive Director could be hired. Dave Moeller seconded the motion. Mike Manfre requested further discussion on the matter and suggested that the Board needed to be more specific with the time frame so that there was a specific target date on the horizon. The motion was amended to appoint Susan Pearce as the Interim Executive Director through June 15, 2014, Roberta Smith accepted the amendment to the motion. Dave Moeller seconded the amendment to the motion. All were in favor of the motion. The motion carries. The Board then strategized on next steps for hiring a permanent ED. Susan volunteered to help coordinate the hiring process; she suggested forming an ad hoc committee to help with the process. Mike Manfre was nominated to help coordinate the process with Susan. Jim McKenna gave the Board a homework assignment to make comments on the job description and send back to Susan for incorporation. The Board acknowledged that they should review the organizational chart and the pay-scale for the position. Tangi Chapman agreed to send out the job description, organization chart, and pay-scale document with the meeting February 19 Board packets.

NEXT MEETING

Date/ Agenda Items

John Ricker moved to adjourned the meeting at 4:25PM. Mike Manfre seconded the motion. The next meeting will be held February 19, 2014.

Jim McKenna
President, Board of Directors
(TC: JM)

 2-19-14