



BOARD OF DIRECTORS

R.C. Brody
President

Steve Rosentsweig
Vice President

Nancy Helsley
Treasurer

Beth Burnam
Director

Deborah Klein Lopez
Director

EXECUTIVE OFFICER
Clark Stevens

REGULAR BOARD MEETING

SEVEN HUNDRED EIGHTY-SIXTH MEETING

Monday May 21, 2018—6:00 P.M.

**Resource Conservation District Office
540 S. Topanga Canyon Blvd, Topanga, CA 90290**

MINUTES

1. **CALL TO ORDER:** the meeting was called to order by President R.C. Brody at 6:02 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley and Deborah Klein Lopez in attendance. Director Steve Rosentsweig was absent. Also in attendance were Associate Director Dennis Washburn, Executive Officer Clark Stevens and Operations Manager John Hendra.
2. **INTRODUCTION OF GUESTS:** there were no guests.
3. **PUBLIC COMMENTS:** there were no public comments.
4. **MINUTES:** Approval of minutes for meeting of March 26, 2018 and April 23, 2018: March 26 meeting: **Moved/Seconded: Ms. Burnam/Ms. Lopez; approved 3-0 with Ms. Burnam abstaining.** April 23 meeting: **Moved/Seconded: Ms. Lopez/Ms. Helsley; approved 3-0 with Ms. Lopez abstaining.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for April 2018 and review of financial reports through April 30, 2018: **Moved/Seconded: Ms. Burnam/Ms. Lopez; approved 4-0.**
6. **REGULAR CALENDAR**
 - A. Executive Officer performance review planning and forms: the Board discussed the various forms and how the process could work, then referred the matter to an Ad Hoc Personnel Committee of Ms. Lopez and one other Director to come up with the forms and process for the June meeting.
 - B. Review and possible approval of letter requesting change in Board appointment timing: after reviewing the changes made to the letter, the Board voted to send the letter as written. **Moved/Seconded: Ms. Lopez/Ms. Burnam; approved 4-0.**
 - C. Development of fiscal year 2018-19 annual plan actions: Directors reviewed the strategies under the Board Goal and discussed possible actions to include in the annual plan. The Board directed staff to fill out the actions and return the Board Goal along with the rest of the annual plan for review at the next meeting.



7. USDA/NATURAL RESOURCES CONSERVATION SERVICE
 REPORT: there was no report.

8. INFORMATIONAL REPORTS:

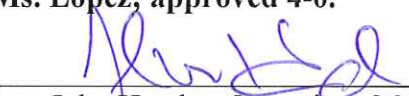
A. Staff Reports for April:

- i. Clark Stevens, Executive Officer: Mr. Stevens reviewed his written report.
- ii. John Hendra, Operations Manager
- iii. Rosi Dagit, Senior Conservation Biologist
- iv. Kelly Kazmirchuk, Education Supervisor

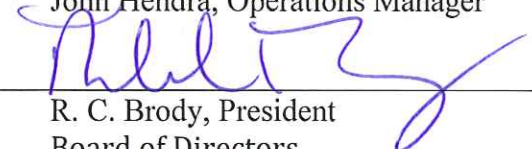
9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

- Mr. Brody and Mr. Stevens will not be able to attend the Board meeting on June 25, so the Board decided to move the meeting to Monday June 18 in order to allow the full Board to attend. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 3-0 with Ms. Lopez abstaining.**
- Ms. Lopez has officially filed to form a committee and run for Agoura Hills City Council. She is campaigning and has a number of endorsements already.
- Mr. Washburn announced that on June 3 from 4:30 to 7 p.m. the Santa Monica Mountains Fund is having a 40th anniversary celebration and fundraiser at King Gillette Visitors Center.
- Ms. Helsley announced there will be a celebration of Hal Helsley's life on June 9th at 10 a.m. at King Gillette Ranch.
- Ms. Burnam attended the Chaparral Symposium last week, which was well attended. The discussion was very interesting; the message was that this ecosystem is severely stressed. She also announced that the North Topanga Canyon Fire Safe Alliance is hosting a meeting on Wednesday called "Meet Your Defensible Space Inspector" at the Topanga Library.

10. ADJOURNMENT: The meeting was adjourned at 7:52 p.m. **Moved/Seconded: Ms. Helsley/Ms. Lopez; approved 4-0.**

Submitted by: 
 John Hendra, Operations Manager

Date: 7/25/18

Approved by: 
 R. C. Brody, President
 Board of Directors

Date: 9/24/18