



**Connecting Science to Ocean Management**

1330 Broadway, 13<sup>th</sup> Floor, Oakland, CA 94612

(510) 725-2935

www.calost.org

## MEETING NOTES

### CALIFORNIA OCEAN SCIENCE TRUST MEETING

9:30 a.m. – 2:30 p.m., Friday, December 8, 2006

Library

Cabrillo Marine Aquarium, San Pedro, CA

Trustees Present: B. Baird, M. Gold, B. Jines, F. Keeley, J. Kelley, G. Knatz, R. Moll,

Staff Present: A. Mace, Executive Director

Trustees Absent: C. Kennel, F. Klass

Visitors: R. Murillo and M. Schaadt

Introductions: Members introduced themselves with their name, affiliation, and area of interest.

#### I. California Ocean Science Trust (CalOST) Board Business

a) Minutes from October 18, 2005 meeting were accepted and approved

b) Financial Report:

- Director Mace provided a recap of the current financial status of CalOST. She mentioned that we are obliged to return accumulated interest on account, which is currently in excess of \$57K. Several ideas were floated to avoid returning the account interest.
- There will be current balance of greater than \$595K on Jan. 1, 2007. Allowing for salaries and overhead of the CalOST in 2007, this will leave a residual of almost \$389K at the end of 2007. Mark Gold commented that if anything the CalOST would not spend the full amount allocated for salaries and overhead leaving an even greater balance at the end of the year. Ideas were discussed on how to spend the \$389K by December 2007. If the funds are not spent, they must be returned to NOAA.
- The National Fish and Wildlife Federation (NFWF) is currently serving as the fiscal agent for CalOST. Motion was made for CalOST to serve as its own fiscal agent. Motion passed unanimously.
- The current Memorandum of Agreement between NFWF and the California Resources Agency has expired. Director Mace and Resources Agency staff are working on a brief extension of that MOA to provide uninterrupted access to the funds. Motion made by F. Keeley to extend the MOA with NFWF until CalOST can become its own fiscal agent. Motion passed unanimously.
- Director Mace asked for authority to spend up to \$10,000 of CalOST funds without explicit approval of CalOST Trustees for routine expenses. Motion was made by F. Keeley to approve such expenditures. In the ensuing discussion it was agreed that the CalOST Secretary/Treasurer would keep track of these expenditures. Motion passed unanimously.

c) Other CalOST Business



## **Connecting Science to Ocean Management**

1330 Broadway, 13<sup>th</sup> Floor, Oakland, CA 94612

(510) 725-2935

www.calost.org

### 1. Staffing:

- Director Mace put forward the proposed contract for the Executive Director of the CalOST. She asked for consideration and approval of that contract. A motion was made by F. Keeley and seconded by B. Jines to approve the contract. The ensuing discussion focused on a variety of issues pertaining to employment of an Executive Director. There was a long discussion of the employment tax (social security tax). The Trustees asked for clarification and stated that the CalOST would pay its appropriate share of this tax. Motion passed unanimously.
- Director Mace asked that she be given authority to hire two part-time staff – an administrative assistant and bookkeeper, each at up to a ½ time position. Motion made by F. Keeley and seconded by J. Kelley. Motion passed unanimously.

### 2. Board Administration:

- Director Mace pointed out that there are two unfilled CalOST Trustee positions. One is a University of California representative and the other an at-large representative. Trustees were asked to suggest names to place into consideration for the at-large position.
- Director Mace proposed that R. Moll serve as the next Chair of the Trustees pending the departure of C. Kennel from the CalOST. Motion was made by G. Knatz and seconded by M. Gold. Motion passed unanimously.
- With the election of R. Moll as Chair, the appointment of a new Secretary/Treasurer was needed. Motion made by G. Knatz and seconded by R. Moll to elect F. Keeley into this position. Motion passed unanimously.
- The terms of the Trustees was discussed. All of the current Trustees are concluding their fourth year with the CalOST. They may serve one more two-year term.
- Director Mace sought counsel from the Trustees on the creation of three committees to address the issues of CalOST administration, science advising and marine protected areas. Motion made by F. Keeley and seconded by M. Gold to create such committees. In the ensuing discussion Trustees were recruited as follows: Administration – F. Keeley (committee Chair) and F. Klass; Science Advising – M. Gold (committee Chair), B. Baird, B. Jines, J. Kelley and G. Knatz; Marine Protected Areas – J. Kelley (committee Chair), M. Gold, and F. Keeley. Motion to approve the committees and their membership passed unanimously.
- The CalOST meeting calendar was discussed and the idea floated to have four meetings per year on the day following the California Protection Council meeting in the same locale. The Trustees tentatively agreed to this schedule pending review of their 2007 calendars. The proposed dates are: Feb. 9, April 18, June 15, and Oct. 26, 2007.

Break for large Italian lunch – Yum-O!

### II. MPA Monitoring Enterprise

- Director Mace brought the concept of the MPA Monitoring Enterprise forward and a discussion followed about the nature of this new activity and the implications for CalOST. Motion made by B. Baird and seconded by F. Keeley for the following: To adopt the resolution to receive a \$2,000,000 grant for the purposes of establishing the



**Connecting Science to Ocean Management**

1330 Broadway, 13<sup>th</sup> Floor, Oakland, CA 94612

(510) 725-2935

www.calost.org

MPA Monitoring Enterprise but as modified as appropriate to recognize the importance of the California Ocean Protection Council and CalOST. Motion passed unanimously.

- A wide ranging discussion followed regarding the role of CalOST in accepting the challenge of creating the MPA Monitoring Enterprise, the impact it might have on coastal monitoring/observing along the coast of California and the appropriate timeline for the project. Concerns were raised to not let the MPA Monitoring Enterprise activity overwhelm CalOST and its Executive Director but rather to hold this activity in appropriate perspective.
- A discussion was held about the appropriate level of staffing for the MPA Monitoring Enterprise. This led to a motion from B. Baird and seconded by B. Jines to approve hiring of a Director for the MPA Monitoring Enterprise and conduct a search for that position. The motion was amended to include modifications of the position description found in the meeting briefing book. Motion passed unanimously. M. Gold and B. Jines volunteered to serve on the search committee.

### III. Science Services for the Ocean Protection Council (OPC)

- Director Mace offered suggestions on the formation of a Science Advisory Team for the OPC. She suggested keeping the Team relatively small – on the order of eight members and drawing on outside committees and study groups when needed. At some point not too far into the future she will discuss the idea of the nomination/self-nomination process for the Science Advisory Team.
- A brief discussion was held regarding the overall responsibilities of CalOST and science services for the OPC.
- The funding issue of science services for the OPC was addressed and general plans outlined on how this will proceed. This led to a discussion of how to spend the remaining \$389K or more of CalOST funds before Dec. 31, 2007. Trustees were asked to send ideas to Director Mace on or before Jan. 5, 2007.

### IV. Next Steps

- Next steps and actions items were reviewed.  
(note added following meeting) A summary of the meeting was prepared by Director Mace and sent out on Dec. 11 with a list of action items for CalOST Trustees.

### V. Meeting Adjourned at 2:35 p.m.