

**MONTEREY FIRE SAFE COUNCIL
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

January 25, 2007

Meetings are held on the last Thursday of the month at 10:45 AM following the regular 10:45 AM Fire Safe Council meeting at the California Department of Forestry & Fire Protection, Expanded Dispatch Center, 2221 Garden Road, Monterey, CA 93940 – (831) 333-2600.

Monterey Fire Safe Council Website: www.FireSafeMonterey.org.

1. **CALL TO ORDER:** The closed meeting of the Board of Directors of the Monterey Fire Safe Council was called to order by Chairperson Stefani at 11 AM. Since the membership had requested that this meeting be closed and non-board members would be excused, Agenda item #6 © was re-scheduled for immediate attention.

2. **INTRODUCTIONS:** Board members present: Ron Stefani (NCFD), Bob Sayre (BSVFB), Danny Marquis (NRCS) Jan Bray (CDF/CalFire), Mike Sherwood (RTG/HOA), Lonni Trykowski (RTG/HOA), Penny Vieregge (Big Sur/Secretary MFSC). Board Members absent: Steve Davis (USFS), Mike Chiodini (BLM), Miguel Errea (MCA), Chuck Winge.(Treasurer)

3. **REVIEW OF MINUTES:** Minutes from the December 30, 2006 Regular Board meeting were distributed and reviewed.

Correction – Bob Sayre is resubmitting to the FSC Grant Clearing House a form of the WWUI grant. Also **Danny Marquis was present at the November meeting.**

MOTION TO APPROVE THE MINUTES WITH CORRECTIONS MADE BY BOB S. SECOND BY DANNY MARQUIS. APPROVED.

4. **CORRESPONDENCE:** The Board is informed that CDF is now known as CalFire.

5. **TREASURER'S REPORT:** In the absence of the Treasurer the Financial Status of January 25, 2007 was distributed. .

Cash at hand: Checking \$3,206.19. Savings \$12,961.27

Since Grant #6 has \$4,513.47 remaining Bob Sayre rescinds the suggestion he made at the Steering Committee meeting (#4 Old Business).

ACTION: BOB SAYRE TO WRITE UP A PLAN FOR PARTINGTON RIDGE.

Review and authorization of invoices: The Board approved the four checks written by Treasurer Winge.

- a. The final payment of grants #11, #12, #13 for \$29,943.45
- b. Paid from Administration funds: Sandy Rose Insurance \$680.00, Monterey Bay Internet \$15.00, Webmaster Gianni Grassi - \$250.00. It was noted that although the Board, by e-mail, had approved payment of the Secretary's invoice for \$312.00 there was no check written.

ACTION: PENNY VIERGE TO NOTIFY MR. WINGE OF THE OVERSIGHT.

6. COMMITTEE REPORTS:

- a. FRAP – Lonni Trykowski read the MFSC letter that is to accompany the final check to Dean Cromwell confirming that the contract is considered complete and expressing our satisfaction with the transaction. All approve.
- b. CWPP: (see Steering Minutes)
- c. Website: A previous discussion with Gianni Grassi and checking of MFSC minutes and back invoices led to acknowledgment of the value of Mr. Grassi's services and the need for mutual clarity on payment.

ACTION: GIANNI GRASSI TO DRAFT AN MOU TO THE BOARD THAT MONTHLY PAYMENT IN ADVANCE FOR HIS SERVICES WILL BE AUTOMATICALLY MAILED. THE BOARD WILL APPROVE THIS MOU ONCE AND PAYMENT WILL CONTINUE UNLESS PRICES ARE MORE OR THERE IS TERMINATION OF HIS SERVICES.

*MOTION TO APPROVE PAYMENT OF GIANNI GRASSI'S INVOICE, SUBMITTED IN DECEMBER FOR JANUARY WORK TO BE DONE. THIS TO BE PAID ALONG WITH PAYMENT FOR HIS JANUARY INVOICE FOR FEBRUARY MAINTENANCE MADE BY DANNY MARQUIS SECOND BY MIKE SHERWOOD. APPROVED ***Note: it was later discovered that Mr. Grassi's December check for January work had been written and misplaced. Mr. Grassi received payment for his January work invoice. The motion was amended to reflect this action PV****

In the interest of greater clarity with our Board Consultants, Jan Bray passed out sample agreements used by other organizations that we might use as templates.

ACTION: LONNI TRYKOWSKI AND JAN BRAY WILL DRAW UP A CONTRACT FOR CINDY REEVES FOR PREPARING AND SUBMITTING APPLICATIONS FOR FIRE SAFE PROJECTS. THEY WILL E-MAIL TO THE

BOARD FOR A VOTE OF APPROVAL OF UP TO \$350.00 FOR HER SERVICES.

ACTION: JAN BRAY IS HANDLING THE OLD BROCHURES THAT HAVE INCORRECT INFORMATION – ERICA OF CDF IS MAKING UP LABELS TO COVER THIS.

ACTION: THE NEWER BROCHURES WILL BE CORRECTED BY AMS. LONNI TO GET COST QUOTES AND INFORM BOB SAYRE.

7. **NEW BUSINESS:** Chairman Stefani informs the Board that Chuck Winge will continue with the services as bookkeeper. The Board approves and thanks Mr. Winge...

8. **THE GOOD OF THE ORDER:**

ACTION: SECRETARY VIEREGGE TO LOCATE BY-LAWS AND DISTRIBUTE TO BOARD MEMBERS.

ACTION. BOB SAYRE TO CALL AMBER AND PURCHASE A ‘POLICY & PROCEDURE’ MANUAL

ACTION: LONNI TRYKOWSKI TO RESPOND TO AMBER GARDNER’S REQUEST FOR WRITTEN CLARIFICATION OF THE PARAMETERS OF JO RAWITIZER’S PRESENT INVOLVEMENT WITH THE MONTEREY FIRE SAFE COUNCIL. SHE WILL E-MAIL TO THE BOARD FOR REVIEW AND INPUT.

9. **ADJOURNMENT:** *A MOTION TO ADJOURN WAS MADE BY PENNY VIEREGGE SECOND BY BOB SAYRE. APPROVED. The meeting adjourned at 12:15 PM*

Respectfully submitted,

Penny Vieregge, Secretary MFSC

NEXT MEETING WILL BE HELD ON FEBRUARY 22 2007

Appendix A

Committees and action plans still in progress from previous meetings:

1. Development Committee:

Chairman – Mike Sherwood

Lonni Trykowski

Jeannie Lewis

Gianni Grassi
Advisor – Jan Bray

2. Public Education Committee:

Amy Taketomo
Jo Larson
Penny Vieregge
Ed Muñiz
Advisor – Gianni Grassi

3. Until a permanent President is found the Chair will be filled every four months by a Board member who has served as Vice President. This January Ron Stefani assumed the Chair with Bob Sayre as Vice President.

4. Monterey FSC Board of Directors

Chair - Ron Stefani, North County Fire District
Vice Chair -Bob Sayre, Big Sur Volunteer Fire Brigade
Treasurer - Chuck Winge
Secretary - Penny Vieregge, Big Sur
Danny Marquis, US Dept. of Agriculture-NCRS
Jan Bray, CalFire (CDF)
Mike Sherwood, Rancho Tierra Grande Home Owners Assoc
Lonni Trykowski, Rancho Tierra Grande Home Owners Assoc (HOA)
Steve Davis, U.S. Dept. of Agriculture/Forest Service
Mike Chiodini, Bureau of Land Management (BLM)
Miguel Errea, Monterey Cattleman's Association (MCA)
Catey Trenner, RTG/HOA

Appendix B

Review of Grants 01-25-07

1. **Grant #6:** MFSC 06, Big Sur Ridge DFPZ In progress Bob Sayre is applying for another grant for road clearance on Partington Ridge. Rancho Rico has received a burn permit from the county under Range Improvement (RI). Dennis King of Battalion 1 is in charge. The Big Sur Volunteer Fire Brigade will also be involved as this is also considered a fire training opportunity.\$4,513.47 remains of the original grant of \$41,000 given in September of 2003

2. **Grant #18:** *****