

MEETING MINUTES (TRANSCRIPT SUMMARY)

TRUCKEE RIVER FUND ADVISORY COMMITTEE MEETING OF JANUARY 9, 2009

The following meeting minutes are a summary of the certified transcript for the Truckee River Fund Advisory Committee meeting held at 8:30 a.m., January 9, 2009, at TMWA's conference room.

Those Present: Committee Members: Janet Phillips, Chairperson; Susan Lynn, Michael Cameron, Jerry Purdy, Mike Brisbin*, Jason Dukes; Also: Sylvia Harrison, McDonald Carano Wilson LLP; Tracy Turner, Community Foundation; Chris Askin, Community Foundation; Ron Penrose, TMWA; Jack Byrom, TMWA; Members of the Public: None.

* Arrived late and only voted on Agenda Item #10.

Agenda Item #1: Roll Call: In lieu of roll call, the certified court reporter noted everyone in attendance. A quorum was noted.

Agenda Item #2: Approval of the agenda: The Agenda was unanimously approved.

Agenda Item #3: Public comment: No public was present.

Agenda Item #4: Fund balance report: Chris confirmed receipt and transfer of \$1,080,000 from TMWA in December. He noted the December minutes erroneously indicated \$1,088,000. He stated that taking into account estimates for the end of the year, money received from TMWA, money obligated for grants, expenses not yet posted for December, and estimated returns on the investment, the balance is \$158,760.50.

He also discussed that because we have dozens of active grants that all require monitoring, the committee would need to continue to meet, and that \$25,000 per year for a three-year period would be sufficient to cover costs relating to administering the fund through the term of the grants that have already been approved. This administrative cost includes the Foundation fees, legal counsel fees, court reporter fees, and website fees. The reason we would need to have \$75,000 remaining in the fund at all times is just in case TMWA does not re-fund. After deducting the \$75,000 needed to cover this contingency, the Foundation will cut checks for the grants approved, leaving \$83,760.50 available to grant and/or for other special projects.

Agenda Item #5: Approval of the December 2008 summary meeting minutes: It was agreed to change \$1,088,000 to \$1,080,000 as the amount transferred to the fund from TMWA. Also, Michael requested to change the sentence "Michael and John left the meeting, Jason stayed" to reflect that he was not part of any of the discussion or voting. Tracy suggested changing it to "Michael and John left the meeting and did not participate in discussion or voting." A motion passed unanimously to approve the December 5, 2008 Meeting Minutes (Transcript Summary) with the changes indicated above.

Agenda Item #6: Discuss analysis of previously funded projects in preparation for report to TMWA Board: Ron requested everybody to send him an e-mail by Monday morning if they have thoughts on quantitative analysis. He will prepare a report to present to TMWA.

Agenda Item #7: Strategize use of available funds for 2009 , discuss whether to reconsider December 2008 unfunded proposals in March, discuss maintenance of reserve fund, discuss whether to post Spring 2009 request for proposal: A motion to not have an RFP round in the spring was unanimously approved. A motion to set aside \$75,000 out of the fund to provide for continuing administrative funds over the next three years was unanimously approved. A motion to not reconsider remaining unfunded proposals was approved, with Janet being opposed.

Michael suggested that a communication could be sent out explaining that due to economic circumstances there will not be a spring RFP but that we're hoping to be back in the fall; and Tracy said she would draft something to run by Janet and Sylvia. Sylvia suggested that if the RFP criteria are narrowed, the group consider engaging approval by the TMWA Board. Ron offered to put together a quantitative report to be presented to the board in January, without using a consultant, relative to the next round of potential funding, and RFPs could be tailored towards that. Sylvia suggested presenting this information to the board soon in light of the board's budgetary process. Also, Ron will prepare a list of projects that are pretty well focused, a watershed master plan, over the next four or five months, to be used to develop RFPs in the future.

The group discussed the possibility of projects not happening because of budget considerations, which could add to the availability of more money in the fund. Tracy stated that the projects are all on target for their reporting schedules, that they have not received their checks yet, and that they have 180 days from the time they receive the check to initiate the project.

The group also discussed meeting regarding potential changes to the RFP, categories, requiring a cost benefit analysis, goal-setting and measurement standards, narrowing down the mission statement, keeping TMWA involved, and developing a watershed master plan.

Agenda Item #8: Review 2009 calendar, confirm meeting dates and schedule of possible field trips: A meeting was set for February 27th to discussing goal-setting. The April 3rd

meeting date was retained on the calendar for possible use. The topic of field trips was discussed, and it was agreed to revisit this topic in February.

Agenda Item #9: Committee & staff comments: Jerry stated we covered a lot of ground. Susan commented she has sent her letter of resignation to the Board of County Commissioners because she is a county appointee. The group expressed their regret at her leaving. Janet noted that Jack Byrom of TMWA had attended today's meeting. She also mentioned the laborious funding process of another committee she sits on and her hope that this group doesn't go that direction. Michael said he doesn't think we should get too directive either. Jason indicated budget cuts at the City of Sparks are pretty rough. He also talked about a grant writing workshop he attended and thought was a good class.

Agenda Item #10: Adjournment: A motion to adjourn was approved unanimously. The meeting adjourned at 10:35 a.m.