



Board of Directors Meeting

Wednesday, August 10, 2011

Board Meeting Minutes

Board members present: Kimery Wiltshire, Ann Chan; *on speaker phone:* Johanna Wald

Staff: Matt Clifford, Matt Sorlien, Sonali Shah

Not Present: Luther Propst, Lillian Kawasaki, Harriet Moss

1. Call to Order

President Wiltshire called the meeting to order at 2:00pm.

2. Introductions

New Marketing & Development Director Sonali Shah, and new Operations & Project Manager Matt Sorlien.

3. Fundraising Update

Kimery reported: four grants in the past 4 weeks: *Bechtel* - Academy Phase II; *Taproot Foundation* - Competitor/Collaborator Analysis grant of senior pro bono consultants; *Doug & Lisa Goldman Foundation* - first funding from this foundation, first specific funding for Healthy Headwaters project; *Bullitt Foundation* - General Support

4. Healthy Headwaters

Matt Clifford briefed the board on the history, current work and future prospects for the Healthy Headwaters project. The 4th Healthy Headwaters meeting will be held in Oakland, October 28, 2011.

5. Discussion

- ▶ Johanna Wald and Ann Chan discussed issues surrounding Carpe Diem West's future: how it handles projects lifecycle, the need to define its policy advocacy role outside of any given project, whether the spin-off model for projects is still being use/is valid, what the relationship is between CDW the organization and its projects.

6. Executive Director Review

In response to Kimery's request for a job performance review, Johanna Wald/second Ann Chan nominated Lillian Kawasaki and Harriet Moss Ann Chan, to conduct the review.

7. Board Resolutions

As a quorum was not present, no board resolutions were past. The following resolutions will be sent via email for board approval:

- 8.10/A - Donated Stock Policy
- 8.10/B - Gift Acceptance Policy
- 8.10/C - Operating Reserve Policy
- 8.10/D - Personnel Policy & Procedures

Meeting adjourned at 3:00pm.

Approved by:

Johanna Wald
Carpe Diem West Board Secretary

Date