

APPROVED 2012.01.19

MINUTES
Of
The HARBOR COMMUNITY BENEFIT FOUNDATION
November 1, 2011

Location: 638 South Beacon Street, San Pedro, CA 90731

Time Started: 10:05 AM

Present: Chair Sean Hecht, Vice Chair Michele Prichard, Treasurer Silvia Prieto, Secretary Jesse Marquez, Director Peter Peyton, Director Kathleen Woodfield, Director Jim Sadd (7)

Absent: None

STAFF: Mission Infrastructure - Mark Vargas, Project Manager (Interim Executive Director, HCBF); Arturo Alvarez, Project Associate (Board Administrative Assistant)

COUNSEL: Serena Lin, Public Counsel

CHAIR SEAN HECHT PRESIDED

ITEM NO. 1 OPENING STATEMENT – AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON NON-AGENDA ITEMS

Chair S. Hecht called on comments from the public. There were no comments from the public.

Chair S. Hecht acknowledged Mary Silverstein and Geraldine Knatz.

ITEM NO. 2 BOARD MEMBER REMARKS

Board Member S. Prieto attended an event this week where she was impressed with the work done by Prevention Institute.

ITEM NO. 3 REPORT ON UCLA ENVIRONMENTAL JUSTICE SYMPOSIUM

Board Member M. Prichard gave brief remarks regarding the UCLA Environmental Justice Symposium. Board member J. Sadd gave additional remarks.

ITEM NO. 4 DISCUSSION RELATED TO CALIFORNIA COMMUNITY FOUNDATION FUNDS TRANSFER AGREEMENT

Legal Counsel S. Lin gave a staff report to the Board on the progress of the CCF Funds Transfer Agreement. Counsel noted that the BOHC intends to vote on this agreement on Thursday, November 3.

ITEM NO. 5 SETTING COMPENSATION AND BENEFITS PACKAGE FOR EXECUTIVE DIRECTOR POSITION

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Interim Executive Director Mark Vargas gave a staff report to the Board on salary surveys created by staff with information from the Center for Nonprofit Management and IRS Forms 990. Counsel S. Lin stated that under the Brown Act, the Board must set salaries in an open meeting. Board members discussed compensation as set forth in the agenda.

Motion to set the annualized salary range between \$100,000 and \$150,000 as cash compensation for the period of the first contract; motion by K. Woodfield, seconded by J. Sadd, and carried with the following vote:

Ayes: Unanimous. (7)

Motion to set benefits package in the range of \$15,000 and \$45,000; motion by J. Sadd, seconded by K. Woodfield, and carried with the following vote:

Ayes: Unanimous. (7)

ITEM NO. 6 STAFF REPORT: IMPLEMENTATION OF PROJECT D FROM EXHIBIT A OF TRAPAC MOU – JOB TRAINING

Interim Executive Director Mark Vargas gave a staff report to the Board. Board members discussed and gave recommendations.

Action on Item No. 6 postponed to future Board meeting.

CLOSED SESSION

ITEM NO. 7 PERSONNEL MATTERS

Chair S. Hecht removed Item No. 7 from the agenda.

OPEN SESSION

ITEM NO. 8 STAFF REMARKS

There were no staff remarks.

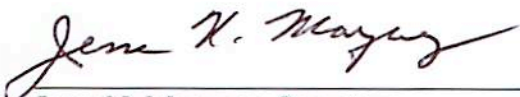
ITEM NO. 9 ADJOURNMENT

Motion to adjourn by M. Prichard, seconded by J. Sadd, and carried with the following vote:

Ayes: Unanimous. (7)

Chair S. Hecht closed the meeting at 12:38 PM

I hereby certify that these minutes have been approved.



Jesse N. Marquez, Secretary

1-19-2012
Date