

MINUTES
Of
The HARBOR COMMUNITY BENEFIT FOUNDATION
December 1, 2011

Location: 638 South Beacon Street, Room 452, San Pedro, CA 90731

Time Started: 11:09 AM

Present: Chair Sean Hecht, Vice Chair Michele Prichard, Secretary Jesse Marquez, Director Peter Peyton, Director Kathleen Woodfield (5)

Absent: Treasurer Silvia Prieto, Director Jim Sadd (2)

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

COUNSEL: Serena Lin, Public Counsel (participated by telephone)

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. The following persons commented:

- Peter Warren, Coastal San Pedro Neighborhood Council

ITEM NO. 2 BOARD MEMBER REMARKS

Chair S. Hecht removed Item No. 2 from the agenda.

ITEM NO. 3 APPROVAL OF SELECTION OF MARY SILVERSTEIN AS EXECUTIVE DIRECTOR OF THE HCBF

Interim Executive Director Mark Vargas introduced the item and described the selection process.

Motion to approve Mary Silverstein as Executive Director of the HCBF; motion by K. Woodfield, seconded by J. Marquez, and carried with the following vote:

Ayes: Unanimous. (5)

ITEM NO. 4 APPROVAL OF EMPLOYMENT CONTRACT FOR EXECUTIVE DIRECTOR POSITION

Legal Counsel S. Lin discussed the employment contract with the board. Counsel stated that the employment contract before the board is acceptable to counsel.

Motion to approve employment contract in substantial form, as amended, with the addendum that the contract may be amended in the future to address accrual of vacation days and the statute of limitations provision; motion by P. Peyton, seconded by M. Prichard, and carried with the following vote:

Ayes: Unanimous. (5)

Motion to approve six days of unpaid leave of absence for Mary Silverstein between December 22 and December 30; motion by M. Prichard, seconded by K. Woodfield, and carried with the following vote:

Ayes: Unanimous. (5)

ITEM NO. 5 REVIEW AND APPROVAL OF IMPLEMENTATION OF PROJECT D FROM EXHIBIT A OF TRAPAC MOU – JOB TRAINING & LOCAL HIRE

Chair S. Hecht removed Item No. 5 from the agenda.

ITEM NO. 6 STAFF REMARKS

Interim Executive Director Mark Vargas discussed the next steps for the transition phase of HCBF.

ITEM NO. 7 ADJOURNMENT

Chair S. Hecht closed the meeting at 1:00 PM

I hereby certify that these minutes have been approved.



Jesse N. Marquez, Secretary

1-19-2012
Date