

**MINUTES**  
*of*  
**HARBOR COMMUNITY BENEFIT FOUNDATION**  
Friday, August 24, 2012

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

**CHAIR SEAN HECHT PRESIDED**

Call to Order: 10:09 AM

**Present:** Chair Sean Hecht, Vice Chair Michele Prichard, Treasurer Silvia Prieto, Secretary Jesse Marquez, Director Peter Peyton, Director Kathleen Woodfield (6)

**Absent:** Director Jim Sadd (1)

**Staff:** Executive Director Mary Silverstein, Program Associate Arturo Alvarez

**Counsel:** General Counsel Michael Jenkins, Jenkins & Hogin, LLP

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

Chair S. Hecht called on comments from the public for non-agenda items. There were no comments from the public.

**ITEM NO. B STAFF ANNOUNCEMENTS**

Chair S. Hecht called for staff announcements. Executive Director Mary Silverstein gave a general update on the HCBF programs, including renovation efforts underway by Health Care Grantee, Wilmington Health Center's Primary Care Pulmonary Clinic.

**ITEM NO. C BOARD MEMBER REMARKS**

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

**CONSENT AGENDA**

**ITEM NO. 1 REVIEW AND APPROVAL OF THE MINUTES OF THE HCBF BOARD MEETING DATED 07/20/2012**

The Board accepted amendments to Sections 2 and 3 of Resolution No. 2012-01 (e.g. directing staff to retain audio recordings until approval of the written minutes by the Board).

**Motion to approve the July 20, 2012 Minutes, as amended.**

Motion by M. Prichard, seconded by K. Woodfield, and carried with the following vote:

Ayes: Five (S. Hecht, M. Prichard, S. Prieto, P. Peyton, and K. Woodfield)<sup>1</sup>

**REGULAR AGENDA**

**ITEM NO. 2 ESTABLISHMENT AND APPOINTMENT OF AUDIT COMMITTEE**

Executive Director Mary Silverstein gave a staff report on this item.

**Motion to establish an Audit Committee, consisting of two (2) Directors, Treasurer Dr. Silvia Prieto and Vice Chair Michele Prichard, to carry out the functions and responsibilities described in Section 8.5 of the organization's Bylaws, including but not limited to: make recommendations to**

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<sup>1</sup> Director J. Marquez was absent during the vote.

**the Board on the hiring and firing of an independent certified public accountant (CPA), and confer with the CPA, to satisfy that the financial affairs of the Corporation are in order. Michele Prichard shall serve as Chair of this Committee.**

Motion by K. Woodfield, seconded by P. Peyton, and carried with the following vote:

Ayes: Six (S. Hecht, M. Prichard, S. Prieto, P. Peyton, K. Woodfield and J. Marquez)

**ITEM NO. 3 PRELIMINARY REVIEW OF FUNDING REQUEST FROM BOYS & GIRLS CLUB OF THE LOS ANGELES HARBOR**

Executive Director Mary Silverstein gave a staff report on this item.

Staff requested a preliminary review of an unsolicited community benefit grant request.

Chair S. Hecht called on comments from the public on this agenda items. The following persons commented:

1. Mike Lansing, Executive Director, Boys & Girls Club of Los Angeles Harbor
2. John Sakacs, Executive Director, City 2 Sea Program

Board members discussed and deliberated on this item. Mike Lansing responded to questions and comments from the Board.

**Motion to direct staff to continue to work with the Boys & Girls Clubs of Los Angeles Harbor, with assistance from the Chair and counsel, to develop a formal funding proposal, for future consideration by the Board.**

Motion by P. Peyton and seconded by M. Prichard. Motion failed by the following vote:

Ayes: Three (S. Hecht, M. Prichard, P. Peyton)  
Nays: Three (S. Prieto, J. Marquez, K. Woodfield)

**ITEM NO. 4 STRATEGIC PLANNING SESSION**

Staff & Consultant Report: Mary Silverstein and David Norgard, OD180 Consulting

Chair S. Hecht called on comments from the public on this agenda items. The following person commented:

Drew Wood, Kids IAQ

Executive Director M. Silverstein and Mr. Norgard presented and proposed to the Board the Strategic Planning Committee's recommended mission and vision statements. Mr. Norgard facilitated a Board discussion on these statements. The Board considered, deliberated, and modified the strategic statements.

**Motion to adopt the following mission and vision statements:**

**Mission statement: "The Harbor Community Benefit Foundation assesses, protects, and improves the health, quality of life, aesthetics, and physical environment of the harbor communities of Wilmington and San Pedro, CA, which have been impacted by the Port of Los Angeles", and**

**Vision Statement: "The Harbor Community Benefit Foundation's vision is that the harbor communities of Wilmington and San Pedro, CA become safe, healthy, and beautiful places in which to live, learn, work, play, and enjoy the physical environment."**

Motion by M. Prichard, seconded by S. Prieto, and carried with the following vote:

Ayes: Six (S. Hecht, M. Prichard, S. Prieto, P. Peyton, K. Woodfield and J. Marquez)

Led by the consultant, HCBF Board participated in an interactive strategic planning session, to facilitate strategic growth of the organization. The Consultant and the Board discussed the results of the Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis, OD180 Report #2. Staff presented "HCBF Funding Priorities - Sample Spending Plans", introducing a wide range of conceptual funding scenarios for the Port Community Mitigation Trust Fund over 3, 5 and 10-year horizons.

ITEM NO. 5: ADJOURNMENT

Chair S. Hecht closed the meeting at 12:55 PM

*I hereby certify that these minutes have been approved.*

  
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Jesse N. Marquez, Secretary

9/28/2012  
Date