



**MINUTES OF
BOARD OF DIRECTORS MEETING
Wilmington Chamber of Commerce
544 N. Avalon Blvd., Wilmington, CA 90744
Friday, January 27, 2017, 10:00 A.M.**

BOARD MEMBERS:

Present - Gisele Fong, Vice Chair; David Thornburg, Treasurer/CFO ; Kathleen Woodfield, Secretary; and, Ed Avol, Director; Cristin Mondy, Director; Michele Prichard, Director.

Absent - David Sloane, Chair

HCBF: Ben Schirmer and Meghan Reese

LEGAL COUNSEL: Michael Jenkins, Jenkins & Hogin LLP

Meeting was called to order at 10:00 A.M.

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

ITEM B. EXECUTIVE DIRECTOR/STAFF REMARKS

Ben Schirmer provided the following remarks:

1. Gene Seroka's scheduled attendance at a previous board meeting was canceled. Ben is working with Mr. Seroka's office to reschedule a meeting with three of HCBF's Board members.
2. China Shipping funds were transferred from the Port to our account at the California Community Foundation (CCF). The wire transfer of \$250,000 to HCBF for administrative costs is currently in process.
3. The auditors will be conducting a site visit the week of February 13th.

Meghan Reese provided the following remarks:

1. Meghan distributed a draft of the One Pager requested by the board. Staff is requesting feedback, before the next Board meeting, on the HCBF One Pager.
2. HCBF Staff met with Jones Payne Group and the acoustical engineer regarding the San Pedro Noise Study. The Windshield study and stakeholder interviews are being conducted now and the study is on track to be completed by March.

ITEM C. BOARD MEMBER REMARKS

Board members discussed and agreed that David Sloane, Ed Avol, and David Thornburg should attend the meeting with Gene Seroka.

ITEM D. GUEST PRESENTATION

None.

CONSENT ITEM

ITEM 1. REVIEW AND APPROVAL OF MINUTES, HCBF BOARD MEETING DATED OCTOBER 21, 2016.

Board voted to approve the minutes of the HCBF Board meetings dated 10/21/2016.

Motion by David Thornburg. Seconded by Ed Avol. Carried unanimously.

REGULAR ITEMS

ITEM 2. REVIEW AND APPROVE THE 2017 BOARD OF DIRECTORS MEETING CALENDAR (Attachment 2)

Board voted to approve the proposed Board of Directors meeting calendar for 2017.

Motion by David Thornburg. Seconded by Michele Prichard. Carried unanimously.

ITEM 3. DISCUSSION AND DECISION REGARDING FUNDING LEVELS FOR 2017 GRANT CYCLES (Attachment 3)

Staff presented a brief recap of the LOI process and its success in 2016. Staff recommended allocating \$1 million in funding in 2017, with an even split between the two cycles of Community Benefit grants. Staff also recommended that Healthy Harbor grants be maintained as part of the Community Benefit grants cycle.

Board voted to:

- 1. Allocate \$1 million in funding to be disbursed from the PCMTF for 2017, with \$500,000 for each of the two grant cycles.**

Motion by David Thornburg. Seconded by Ed Avol. Carried unanimously.

- 2. Create an Ad Hoc committee, consisting of Ed Avol, Michele Prichard, and Cristin Mondy, to assist staff with the first round of grant funding for 2017 – Community Benefit Round 5.**

Motion by Michele Prichard. Seconded by Kathleen Woodfield. Carried unanimously.

ITEM 4. DISCUSSION – FILLING BOARD MEMBER SEATS

Board and Staff discussed the process for filling Board seats after the Foundation's first 6 years. Both Michele Prichard and Kathleen Woodfield will end their terms on the board in May of 2016. Board members discussed potential candidates and created a process for selection of candidates. Staff will create and share the process via email to the full Board.

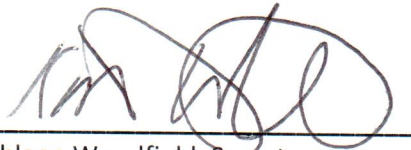
ITEM 5. DISCUSSION - LAND USE STUDY DISSEMINATION

Board members discussed the final steps in the Land Use study and potential dissemination plans. Board members will complete review of the Land Use Study and email feedback to Meghan by February 1, 2017. Beth from Raimi + Associates will present at the next Board meeting and provide training to Board and Staff on the Study.

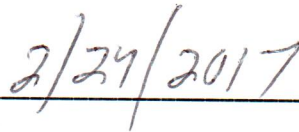
ITEM 6. MEETING ADJOURNMENT

Motion by Ed Avol. Seconded by Kathleen Woodfield. Carried unanimously.

Meeting was adjourned at 11:50 A.M.

A handwritten signature in dark ink, appearing to be 'K. Woodfield', written over a horizontal line.

Kathleen Woodfield, Secretary

A handwritten date '2/29/2017' in dark ink, written over a horizontal line.

Date