

**Headwaters Fund Board Meeting Minutes**  
**February 21, 2017 – 12:15-2:45**  
**Prosperity Center, 520 E Street, Eureka**

**MEMBERS PRESENT:** Chuck Ellsworth, Cedar Reuben, Dianna Rios, Buzz Webb, Zach Zwerdling, Greg Seiler

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Gregg Foster, Gretchen Ziegler, Chuck Ciancio, Karen Meynell, Debbie Damiano

Item #	Action	Pass/Fail
1	Accept minutes from 1-17-17 meeting	Pass
3	Extend the airline revenue guarantee CIF grant one year	Pass
4	Reappoint Seiler for final three year term	Pass
4	Reappoint Rios for her first three year term	Pass
5	Appoint ad-hoc committee for Chair/Vice Chair nominations	Pass

**1. Opening**

Chair Zach Zwerdling called the meeting to order at 12:15p.m. A quorum was present. Introductions were made around the room.

It was moved by Buzz Webb and seconded by Chuck Ellsworth to approve the minutes of January 17, 2017 as written. Chair called for public comment – none received. Motion carried.

Chair called for public comment on non-agenda items. Chuck Ciancio addressed the board and provided a handout for members (see Attachment 1).

Members reported out on meetings/events attended as follows:

Chuck Ellsworth reported there was protest against the mariculture pre-permitting project moving forward at the last Harbor Commission meeting. After discussion, it was decided this item would be put on the March 21 Headwaters Fund meeting agenda.

Chair Zach Zwerdling reported Jeanna McClendon resigned from the Headwaters Fund Board effective February 17, 2017.

**2. City of Eureka Sequoia Park Zoo Master Plan**

Gretchen Ziegler, Zoo Director, and Julie Benbow, Executive Director of the Sequoia Park Zoo Foundation, were present and presented an overview of their updated master plan (See Attachment 2)

### **3. Fly Humboldt – Airline Minimum Revenue Guarantee**

Gregg Foster from the Redwood Region Economic Development Commission was present and is requesting the commitment for the airline guarantee be extended for one year. It was moved by Greg Seiler and seconded by Cedar Reuben to recommend to the Board of Supervisors that the \$250,000 Community Investment Fund grant be extended, to expire one year after the date the Board of Supervisor's approves the extension. Chair called for public comment – none received. Motion carried.

### **4. Board Membership Reappointment**

Staff reported Greg Seiler is eligible to serve his last three year term and Dianna Rios is eligible to serve her first three year term.

It was moved by Cedar Reuben and seconded by Greg Seiler to reappoint Dianna Rios for her first three year term. Chair called for public comment – none received. Motion carried with Dianna Rios abstaining.

It was moved by Buzz Webb and seconded by Cedar Reuben to reappoint Greg Seiler for his final three year term. Chair called for public comment – none received. Motion carried with Greg Seiler abstaining.

### **5. Membership – Chair for 2017**

As Chair Zach Zwerdling and Vice Chair Dianna Rios have served a year in their seats, staff is requesting an ad-hoc committee be established to nominate a new Chair and Vice Chair to serve from April 2017 through March 2018. It was moved by Greg Seiler and seconded by Dianna Rios to appoint Zach Zwerdling and Cedar Reuben to the ad-hoc committee and bring back recommendations for Chair and Vice Chair to the March Headwaters Fund meeting. Chair called for public comment – none received. Motion carried.

### **6. Annual Report**

Staff provided a draft of the annual report for review. Suggestions for changes were made. Staff will incorporate those changes and send out for final review prior to the March 7, 2017 Board of Supervisor's meeting.

Staff also ran through the PowerPoint presentation that will be used on March 7<sup>th</sup>. Suggestions for changes were made and will be incorporated into the presentation.

### **7. Staff and Board Updates and Future Planning**

Staff reported the following:

- Two mini-grant applications have been received and more are anticipated based on conversation with potential applicants. Staff will schedule a meeting of the mini-grant ad-hoc committee to review the applications received to date.

- The Headwaters Fund Board member recruitment is underway and being coordinated by the Clerk of the Board of Supervisors. The application deadline is March 10, 2017.
- The quarterly loan committee needs with Redwood Region Economic Development Commission (RREDC) needs to be rescheduled due to RREDC staff being unable to attend in January. There was a request by a loan committee member to reschedule on a date after March 15<sup>th</sup>.

## **8. Adjourn**

Chair Zach Zwerdling adjourned the meeting at 2:20p.m.

Next Meeting: March 21, 2017 (potential item(s): Dr. Michael Fratkin)