

**ISLAND TRAILS NETWORK**  
2018/12/11 12:15 PM  
KFRC Large Conference Room  
Regular Meeting Minutes

1. Roll call/quorum – call to order 12:15 PM. In attendance: Philip Tschersich (Pres), Dan Urban (VP), Patrick Saltonstall, Ian Hurst, Lisa Fox (Sec), Pam Foreman, Howard Valley, and Ben Millstein
2. Approval of ~~Consent~~ Agenda – approved by Ben, 2<sup>nd</sup> by Pam
  - a. ITN regular meeting agenda 2018/12/11 – approved by Ben, 2<sup>nd</sup> by Patrick
3. Audience Comments – prior to the meeting Blythe Brown came by to talk about debris from other projects and trying to coordinate getting it off-island
4. Executive Session - none
5. Reports
  - a. Andy's update on National Fish and Wildlife Foundation (NFWF) marine debris grant (given by Philip) – Andy will present contract at next meeting
  - b. Progress on existing marine debris at ITN depot – Andy moved half of debris off island for roughly \$6,000, other half will go to U of Oregon for study
  - c. Staff working on marine debris – Andy hired 2 part-time employees for finishing moving debris and to satisfy grant
6. New Business
  - a. Andy's role with ITN as Marine Debris Director/Coordinator – letter with duties and specifics of what Andy will no longer be doing, rough draft will be revised and presented at next meeting
  - b. Board and officer positions for next year (transition planning) – Philip and Pam will be stepping down and not re-upping board membership, but will stay on during transition with new board members and officers, Linda will continue as treasurer
  - c. Establish ad hoc hiring committee for admin assistant and set roadmap –
    - i. tabled until after Foraker meetings
    - ii. discussion on hiring SCA employee for 2019 summer and timeline associated with that
    - iii. discussion on beginning splitting up admin duties with possibly Linda funneling mail from bookkeeper, Lisa uploading meeting minutes to webpage, etc.
    - iv. need to get a list of annual renewals (licenses, insurance, etc.) along with login information for various accounts
  - d. Meeting with Foraker this winter – Pam will contact Lori Wolf to try and set up Foraker training with next strategic planning session
7. Audience Comments - none
8. Director Comments –
  - a. Lisa – Near Island development up for discussion at city council work session 12/11 at 7:30 in library

- b. Ben – add to next meeting's agenda "other upcoming meetings and current issues" for board to discuss
- 9. Upcoming Meetings – 1/16/18 regular meeting and send email with availability for Foraker training and strategic planning
- 10. Adjourn by 1:45 PM