



Redwood Coast Energy Authority

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MEETING MINUTES

**Redwood Coast Energy Resource Center
517 5th Street, Eureka, CA 95501**

**May 16, 2011
Monday, 3:00 p.m.**

Redwood Coast Energy Authority will accommodate those with special needs. Arrangements for people with disabilities who attend RCEA meetings can be made in advance by contacting Cheryl Clayton at 269-1700 by noon the day of the meeting.

I. ROLL CALL

The meeting was called to order at 3:00 p.m. and roll call was taken.

Present: Lana Manzanita, Linda Atkins, Jay Parrish, Sue Long, Jack Thompson, Sheri Woo

Absent: Shane Brinton, Tom Davies, Ryan Sundberg

Staff: Matthew Marshall, Dana Boudreau, Cheryl Clayton, Julie Jurkowski

II. REPORTS FROM MEMBER ENTITIES

Director Manzanita noted that on June 11th, Judy Warren of the Red Cross would be presenting the Living on Shaky Ground disaster preparedness course in Blue Lake.

Director Parrish reported that Ferndale has replaced its park benches.

III. ORAL COMMUNICATIONS

This time is provided for people to address the Board or submit written communications on matters not on the agenda. At the conclusion of all oral & written communications, the Board may respond to statements. Any request that requires Board action will be set by the Board for a future agenda or referred to staff.

None.

IV. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the Board and are enacted on one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Board members or members of the public can request that an item be removed for separate discussion.

A. Approve Minutes of March 21, 2011 Board Meeting

B. Approve attached Warrants

Director Thompson requested that item B: Approve attached Warrants be removed from the consent calendar.

M/S/C: Atkins, Thompson: approve minutes of the March 21, 2011 Board Meeting.

V. REMOVED FROM CONSENT CALENDAR ITEMS

Items removed from the Consent Calendar will be heard under this section.

A. Approve attached Warrants

Director Thompson requested details on why insurance costs had increased significantly over prior months. Office Manager Clayton explained that an additional staff member was added to the insurance plan mid month, and consequently the bill payment reflected the cost for approximately one and a half months for this addition.

M/S/C: Thompson, Atkins: approve attached Warrants.

VI. OLD BUSINESS

A. RCEA Financial Management Update

- Cash Flow Report
- Budget Report
- April Profit and Loss Report

Staff provided a financial report and answered board questions regarding the budget, cash flow, and profit and loss reports. Director Long pointed out an error with the total amount listed for workers compensation costs to date on the profit and loss report, which staff will correct. The Board requested that a Balance Sheet be added to the regular financial reports in place of the County Cash Flow report.

VII. NEW BUSINESS

A. Review of RCEA 2010 Program Activities

Operations Manager Boudreau provided a presentation on 2010 program activities and results.

B. Community Choice Aggregation Legislation – SB 790 and AB 940

Executive Director Marshall provided the Board with information regarding two pending pieces of state legislation relating to Community Choice Aggregation. Staff will conduct further analysis on both bills and provide a recommendation to the Board on whether RCEA should take action in support or opposition of either bill.

C. RCEA Logo Update

Executive Director Marshall presented an update of the RCEA logo; documents and materials will be transitioned to the new logo over the coming months.

VIII. STAFF REPORT

- A. Executive Director Marshall provided brief program updates on RCEA Programs, including the receipt of \$20,000 in funding from the PG&E Foundation to fund energy efficiency retrofits at non-profit facilities and to update and improve RCEA's educational kits for K-12 teachers.

IX. ADJOURNMENT

The meeting was adjourned at 4:50 p.m.

***The next regular RCEA Board of Directors Business Meeting will be held on
Monday, June 20, 2011, at 3:00 PM.***
