

## ESAC BOD Meeting

11/1/07

4pm Scott's House, 138 Wagon Wheel Rd, Mammoth Lakes, CA

Present- Scott, Allan, Nate, Forrest, SP, Howie

### Review Collection Agreement/MOU

- Apparently no MOU presented
- Issue with section IV(6) Advance Billing
- Missing Fee Schedule- need to see that before signing
- Mike says this is MOU and Collection Agreement combined (Oct 26)
  - No delivery of this document
  - Need to set parameters for amount ESAC pays forth/OT Parameters
  - Need to know what to expect for the season
- Not one deadline has been observed to date by the FS
- We need to sign these agreements before start date is set.
  - We want Sue to start beginning of next pay period
  - Question for Mike: What do we have to do to make that happen?
- CA mentions "Friends of" organization, which does not exist.
- Questions about why II(1) and III(1) are struck through.
- IV(12) Want to do the 5-year agreement option (instead of 1 year)

### 4:47pm- Mike Schlafmann arrival

- Need to come up with payment schedule
- MOU will be put into the Cost Sheet- attachment of the Collection Agreement. Mike will send this electronically for Board to review.
- 878hrs = 11 pay periods, 22 weeks
- True cost of Sue Nov 1 to May 1 = 13 pay periods?
- Have to spend FS \$17,5k
- Agreement possible that Sue can only use certain amount of OT
  - Add new "Cost Line" on Cost sheet
- ESAC would be committing to 162 hrs + OT
- Bill monthly so we can adjust during the season
- If ESAC doesn't end up spending all 17,5k it is OK. "It doesn't have to be a match"
- 10-15 hrs avg for OT is reasonable.
- Sue needs to ask in writing for OT and get it authorized in advance
- We can make the CA for 5 years with annual cost sheet adjustment
- Equipment adjustment- \$1000 line item on the cost sheet
- Start Date set- Nov 13<sup>th</sup>
  - MOU says start date will be renegotiated every year
- Signing of documents will happen as a public event at the Season Kick-off, Dec 8<sup>th</sup>
- Clarification of CA
- Billing:
  - 1<sup>st</sup> bill will be end of Nov

- ESAC would like a detailed billing sheet including # of hrs used, OT used, tasks, etc. – Cost Accounting along with a bill
  - Ammend II(2) to state above
- Monthly report- Sue turns in a spreadsheet
- Mike will ask Albuquerque office to assign separate job codes so we will know which money was spent where.
- Mike will get new doc's to ESAC by Monday
- Both SP and Mike will talk to Sue
- ESAC will send formal invites to FS people and other honorables
- Inyo will engage services of the Vistor's Bureau to promote the event
- Need an education program outlines to FS by Nov 13
  - Avvy Savvy
  - Bishop event
  - Mammoth Event
  - Presentations for funders
  - Unified Command- multi-agency hootenanny

5:45 Mike leaves

Kick-off event:

- Full day event
- MMSA Room is locked in
- Presentation equipment is set
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- On-hill stuff, 2pm-4pm
- Greg Dallas, Rusty, Mary @ MMSA about food/ hors d'ouveurs
- ESAC BOD Meeting
  - signing of papers
  - Meet the Board
- Questions from public ESAC Reception @ Tusks, 4pm
- Gallery opens 5pm
  - Local photographers: Patituccis, Pondella, Selters, Fiddler, Clevenger, Lesley Allen, Gordon Wiltsie, Dittli, Jim Stimson, Mountain Light,
  - Auction prints off the wall
- 6:30 Gordon Wiltsie Presentation
- Raffle
  - Logos by Monday from gear donators
  - Have to be present to win
  - Nate will email MMSA for some ticket vouchers for raffle
    - Tix can say ESAC on them
- Publicity

7pm- adjourn