

Minutes of the Lake Merced Task Force

GENERAL MEETING OF 26 FEBRUARY 2003

A General Meeting of the Lake Merced Task Force (LMTF) was held on February 26, 2003 at the Doelger Senior Center, Daly City. Present were Tim Colen, Interim Chair, and David Golden, Interim Secretary. Additional copies of the agenda, originally transmitted by email on Feb 19, were distributed. A quorum being present, the meeting was called to order by Tim C.

Note from Secretary: Please See Appendices A, B and C.

1) Call to Order and Introductions

The meeting was called to order at 5:45 by Interim Chair Tim Colen.

2) Public Comment and Announcements

The task force gave its thanks to the Patrick Sweetland and the City of Daly City for generously hosting this meeting. In addition to providing meeting space, their generosity included generous quantities of both meat and vegetarian lasagna, soft drinks, salad, bread, cookies, tea and coffee.

Marvin Yee [substituting for Rick Thall of DPW]:

- Reminder that on March 8 LMTF public workshop will be held 9 am-12 noon; show up at 8:30 am if you're helping out
- Need someone to represent the Resources committee on the panel that delivers 5 minute presentations on each committee

Dick Allen:

- Novice regatta will take place on Lake Merced this coming Saturday morning beginning at 8 am
- Lots of fun to watch as this is their 1st competition it's also known as the "unguided missile regatta"

Michael Carlin [from SF PUC]:

- Soon there will be a kick-off meeting with City agencies regarding recycled water and they've brought on board an engineering team with recycled water experience to assist in the process. The public portion of this project will start in the near future.
- The Clean Water Master Planning process is about to get underway and will last approximately 18-24 months with extensive public involvement.

3) Approval of Agenda

Dick Morten made a motion to approve the Agenda, as amended by Tim C. Motion was adopted by voice.

4) Approval of the Minutes of the Meeting of January 30

Dick Allen made a motion to approve the minutes for the Jan 30, 2003 meeting, as amended by correction a) below . Dee Dee's motion Adopted by voice.

- a) Draft minutes stated Dee Dee's motion as "Governmental agencies and legislative officers with regulatory" The approved minutes will read "offices" rather than "officers."

5) Committee Reports

Dee Dee W reported, for the Resources Committee. The Coastal Conservancy (CC) grant of approximately \$650,000 is scheduled to come before the CC board of directors for a decision. Marvin Yee indicated that this will occur at their April 24th meeting [apparently there is no March meeting].

[Additional detail supplied later by Dee Dee: The applicant is the Lake Merced Task Force, while the fiscal agent is listed as the Friends of Rec and Park. The money, if granted, will pay for a fish community study, a feasibility study for pathways and the building of a pathway and overlook.]

6) Unfinished Business

a) Election of a Nominating Committee

Established as the following individuals who agreed to sit on the committee following their nomination by other LMTF members:

- Mondy Lariz, Ginny Jacquith, James Grant, Dee Dee Workman, David Golden
- As there were no objections, this committee membership was adopted with the Chair reading the names for accurate recording in the Minutes
- Nominating Committee doesn't have a date/time/location set yet, but Ginny Jacquith will put out an email to move that along [this suggestion was made during the New Business at 7b below].

b) Election of a Membership Committee

Membership Committee was established as the following members:

- Anna Marie Bratton, John Henz, Tim Colen, Mike Dunia, Patrick Sweetland, Monday Lariz, Paul Callahan, Dennis Shea
- As there were no objections, this committee membership was adopted with the Chair reading the names for accurate recording in the Minutes
- First meeting was agreed upon as Wed, March 5th 7 PM, possibly at the Doelger Center but to be announced

c) Designation of the Annual Meeting. Ruth G suggested that LMTF designate its March meeting as the Annual Meeting, for the purposes of electing officers and establishing dues for the remainder of the calendar year.

Ruth G reminded the body that the Rules Committee had envisioned, as a way of transitioning to the new Rules, that a special annual meeting would be set just for elections and dues setting, with the "State of the Lake Report" also to be part of the Annual Meeting, once we've established a regular one, assumed to be in January.

Anna-Marie Bratton suggested that we push the Annual Meeting into April to give more time for the committees to function. The body selected Wednesday April 9th as the next full task force meeting as well as the Annual meeting.

Anna-Marie B stated that City College may be available but there would be no food and parking is limited. Venue of April meeting is to-be-determined, and the task force welcomes an offer of space.

d) Report of the Rules (Drafting) Committee and Discussion

Ruth G advised the body that more work needs to be done, as one would expect.

Tim C reiterated that the Rules have passed, and are now in effect. He also stated a key interpretation by the Rules Committee, that everyone who was a member in good standing before the Rules were approved at the Jan 30 meeting was grandfathered in.

Ginny J made a motion that by March 15 task force members email comments on the Rules to the Chair of the Rules Committee [Ruth G]; that the Rules Committee meet and refine the comments and submit recommendations at the next task force meeting. A friendly amendment was made that this report be in the form of a full draft of the Rules [rather than as a series of distinct points to be approved]. Passed on voice vote.

Ruth G stated that the goal of the Rules Committee is to make the Rules more consistent, basically cleanup and refinement.

e) New Input on Rules and Related Business

Ruth G mentioned that the "SF Zoo" LMTF member is more correctly identified as the "SF Zoological Society.

Anna-Mare B indicates that she now represents City College, not just the Biology department at City College.

Discussions took place on various Rules topics, such as when a Member should be suspended from voting due to non-attendance, how they can be restored to voting status, and the role of Primary versus Alternate member of an organization. The Chair referred several rules issues to the Rules Committee for deliberation. The sense of the body was that both a Primary and Alternate can participate in [standing] committees, and that they can sit on different committees.

In a discussion of how to handle excused absences, Jim Stark suggests that this mechanism is useful for the LMTF organization as it will indicate whether there will be a quorum for an LMTF meeting.

Mondy Lariz states that in the corporate world, Directors are booted should they miss two successive meetings.

Paul Callahan suggested that the 2 excused absence rule [where your voting privileges are suspended following two consecutive missed meetings by an organization member] should apply beginning with this meeting.

David Dawdy suggested that LMTF should notify an organization immediately upon loss of voting privileges.

Paul C made recommendations on how to reclaim voting rights, and further discussion on this topic was sent by the Chair to the Rules Committee for further deliberation and recommendation.

7) New Business

a) Recommendations from the Steering Committee

Tim C explained that the prior Steering committee acknowledges that new Rules have been put in place. Tim C also conveyed recommendations from the prior Steering Committee, as presented in the Meeting Agenda and reproduced here:

The LMTF urges each of its Standing Committees to set and announce to the Task Force by email a meeting date prior to the March Task Force Meeting, and to carry out the following tasks:

-select a chair and note taker

-summarize work completed to date, including progress made toward implementing the Stewardship Plan

-set priorities for study, discussion, and action in the near future

-prepare a brief report for presentation at the March Task Force meeting

-update its committee membership roster

-IF time permits, after taking up other items as it sees fit to pursue its charge, consider any refinements that should be made to the Stewardship Plan, any possible need for changes in the committee's mission, the need for/approach to a long-term plan, ways to coordinate with other committees, any proposed changes to the Task Force mission, etc.

b) Reconstitution of Committees

A list was passed around soliciting names of volunteers for each committee (see Appendix B). While it was being passed around the Chair recommended that the body take a 15 minute break and assemble in the four groups, one for each committee, and try to establish both the committee composition and date/time/location for the next committee meeting.

Meeting of full task force recessed from 7:10 pm – 7:25 pm

Committee meeting announcements were made:

- Membership Committee will meet Wednesday, March 5th, maybe at Doelger Center
- Nominating Committee doesn't have a date/time/location set yet, but Ginny Jacquith will put out an email to move that along

- Water Committee will meet Friday, March 7th, at 2 pm at Dick Morton's residence at 2578 33rd Avenue (@ Vincente)
- Recreation Committee will meet Monday, March 17th, from 6:00 pm – 7:30 pm at RCH
- Resource Committee appears to be only Dee Dee W and David G
- Nature Committee will consider four dates; will decide soon by email and announce.
- Jerry Cadagan made a motion to appoint members to the Water Committee. Accepted by voice. For a list of committee members, see Appendix C.

See Appendix B for the only list known to the Secretary for volunteers for the Nature and Recreation Committees.

8) Set Next Meeting Date

Motion made to adopt the previously established meeting date of Wednesday April 9.
Approved on voice vote.

9) Adjourn

The meeting was adjourned at 7:45 pm

10) Closing Announcements

Lisa Wayne:

- On March 15 is Community Clean Team Day will take place; sponsored by Rec & Park and DPW
- Meet at Bufano statue at 9 am, plan to work until 12 noon, after which a tasty lunch is served
- Bring sturdy shoes and work clothes

Dick Allen:

- A resolution was offered by GG Heights Neighborhood Association and Sunset Parkside Education and Action Committee (SPEAK) neighborhood groups at a recent Coalition for San Francisco Neighborhoods [<http://www.csfn.net/> - Sec.] meeting, asking the PUC to be kept informed on the recycled water programs
- Dick A told the LMTF about a lengthy white paper by the State's Recycled Water Task Force about public outreach related to the use of recycled water [See the Friends of Lake Merced Website at <http://www.lakemerced.org>].

/si/ David Golden, Interim Secretary

On March 04, 2003 these draft meeting notes were forwarded by David Golden to Mondy L, Interim Webmaster, for posting on www.lmtf.org .

Minutes were approved without change at the April 09, 2003 LMTF meeting.

Notes to reviewers:

Approval of minutes, with potential corrections, take place at the following LMTF meeting. Feel free to submit comments in advance to the Secretary.

{ } needs clarification by reviewers

[] explanation of context added by Secretary.

LMTF Meeting of 26 Feb 03 – Appendix A

This appendix reproduces below Rules recommendations that were provided in the meeting agenda, which were given to the full task force as operating guidelines for actions approved at this meeting.

- Election of a Nominating Committee

- a) Proposed Resolution: The LMTF will elect a nominating committee of no fewer than three and no more than seven members. (Pursuant to the Rules, the Nominating Committee will be charged with presenting a balanced slate of candidates, including the four officers and the three at-large members to the LMTF Steering Committee. The Nominating Committee will present its slate by email to all LMTF representatives and alternates 21 days prior to an election to be held at the next full LMTF meeting. (See below for additional information about nominating committees.)

- Nominations and Election of the Membership Committee (a Standing Committee)

"The Membership Committee will review applications for membership and make recommendations to the Task Force regarding their acceptance or rejection. This committee may also make recommendations regarding refining of membership criteria, and encourage new organizations to join as appropriate to maintain a balanced representation of stakeholder interests. The Membership Committee may also work to foster communication among Task Force members and Committees." In addition to these purposes, quoted from the Rules, the Task Force may wish to charge the Membership Committee with preparing recommendations on: refining the membership application process, updating the MOU, and setting the dues. It will present its recommendations at the next LMTF meeting.

Additional info regarding Nominating Committees (from Robert's Rules):

NOMINATIONS BY A COMMITTEE. In the election of officers of an ordinary society, a nominating committee often makes nominations. Usually in such cases a nominating committee is chosen in advance to submit nominations for the various offices for which elections are to be held at the annual meeting.

Designation of the nominating committee. The nominating committee should be elected by the organization wherever possible. The president should not appoint this committee nor be a member of it - ex officio or otherwise.

Nominees. Although it is not common for the nominating committee to nominate more

than one candidate for any office, the committee can do so unless the bylaws prohibit it. It is usually not sound to require the committee to nominate more than one candidate for each office, since the committee can easily circumvent such a provision by nominating only one person who has any chance of being elected.

Members of the nominating committee are not barred from becoming nominees for office themselves. To make such a requirement would mean, first, that service on the nominating committee carried a penalty by depriving its members of one of their privileges; and second, that appointment to the nominating committee could be used to prevent a member from becoming a nominee.

It is a desirable policy for the nominating committee, before making its report, to contact each person whom it wishes to nominate, in order to obtain his or her acceptance of nomination.

In any organization where advance interest in the election may develop, the nominations submitted by the committee should be made known to the membership earlier. The report should always be formally presented at the meeting, even if the names of the committee's nominees have been transmitted to the members beforehand.

A nominating committee is automatically discharged when its report is formally presented.

LMTF Meeting of 26 Feb 03 – Appendix B

Below is the list of names of individuals who signed the sheet soliciting volunteers for the Resources, Recreation, Nature and Water Committees. There are certainly additional volunteers not revealed to the Secretary during the meeting.

Nature Committee

- James Grant, Craig Cooper

Recreation Committee

- James Grant, Robert Karis, Craig Cooper, Mondy Lariz, David Lee, Paul Callahan, Dennis Shea

LMTF Meeting of 26 Feb 03 – Appendix C

Below is a list of the names of individuals on the Water Committee that was approved by the membership at the Feb. 26 meeting and submitted by email to the Secretary on 28 Feb 2003.

Dick Allen - Golden Gate Heights Neighborhood Association
Tim Colen - Greater West Portal Neighborhood Association
Jerry Cadagan - Committee to Save Lake Merced
Michael Carlin - SFPUC
David Dawdy - Merced Manor Property Owners Association
Joan Cooper - Like Merced Hill
Carolyn Gates - SPEAK
Mondy Lariz - CalTrout
Bob Maddow - Olympic Club
Dick Morten - SPUR
Katie Pilat - Neighborhood Parks Council
John Plummer - Friends of Lake Merced
Patrick Sweetland - Daly City
Howard Strassner - Sierra Club
Bud Wilson - West Twin Peaks Central Council
Cat Woodmansee - Friends of Lake Merced
Richard Young - Lake Merced Hill