

**Board of Directors Meeting Retreat  
Aquatic Science Center and San Francisco Estuary Institute**

Friday, December 9, 2016 Time: 10:00 am – 2:00 pm

San Francisco Estuary Institute  
4911 Central Ave, Richmond, CA 94804

Number: 1.415.655.0381 - Access Code: 664-310-209#

**DRAFT - AGENDA**

*Joint Business*

1.	<b>Call to Order</b> <b>SFEI Roll Call and Determination of Quorum</b> <b>ASC Roll Call and Determination of Quorum</b> <b>Review and Approval of Agenda – ASC Board</b> <b>Review and Approval of Agenda – SFEI Board</b>	10:00 am Jim Kelly
2.	<b>Public Comment</b>	10:10 am Jim Kelly
3.	<b>Action: Consent Items</b> <i>Attachment 1 – July 22, 2016 Meeting Minutes and Action Items – <a href="#">page __</a></i> <i>Sent via email – Quarterly Newsletter</i> <b>Desired Outcome:</b> Approval of Consent Items - Vote by ASC Board - Vote by SFEI Board	10:15 am Jim Kelly
4.	<b>Executive Director Report</b> <i>Attachment 2 – Executive Director's Report – <a href="#">page __</a></i>	10:35 am Warner Chabot
5.	<b>Program Report</b> Program Updates on: a. b. c.	10:50 am Program Directors
6.	<b>Report on Executive Committee of Month Day, 2016</b> <i>Attachment 4 – <a href="#">Draft Minutes of Meeting</a> – <a href="#">page __</a></i> <b>Desired Outcome:</b> Confirm Executive Committee Actions	11:50 am Jim Kelly
7.	<b>Report on Governance Committee of Month Day, 2016</b> <i>Attachment 5 – <a href="#">Draft Minutes of Month Day, 2016 Meeting</a> – <a href="#">page __</a></i> <b>Desired Outcome:</b> Confirm Executive Committee Actions	11:55 am Jim Kelly

8.	<b>Board Member Reports</b>	Noon Board Members
9.	<b>Adjourn Joint Business Meeting and Call ASC Meeting to Order</b>	Noon
	<b>LUNCH</b>	12:10 – 12:40 pm

***San Francisco Estuary Institute Business Meeting***

SFEI 1.	<b>Action: Operations and Program Plan FY 2017</b> <i>Attachment 6 – Financial Report – page __</i> <i>Attachment 7 – FY17 Program Plan Update – page __</i> <i>Attachment 8 – Restricted Reserve Policy – page __</i> <i>Attachment 9 – RMP Updated MOU – page __</i> <b>Desired Outcome:</b> Accept Financials and Approve Program Plan Update & Restricted Reserve Policy	?? pm Warner Chabot
SFEI 2.	<b>Adjourn SFEI Meeting</b>	?? pm

***Aquatic Science Center Business Meeting***

ASC 1.	<b>Action: Operations and Program Plan FY 2017</b> <i>Attachment 6 – Financial Report (see above, same as SFEI) – page __</i> <i>Attachment 9 – FY17 Program Plan Update – page __</i> <b>Desired Outcome:</b> Accept Financials and Approve Program Plan Update	?? pm Warner Chabot
ASC 2.	<b>Adjourn ASC Meeting</b>	2:00 pm

**SFEI Future Agenda Items:**

TBD

**Upcoming Board Meetings**

FY Quarter 3 Board Meeting  
 Friday, December 9, 2016  
 Time: 10am-2pm

