

**Joint Meeting of the Boards
Aquatic Science Center and San Francisco Estuary Institute**

**To Be Held
December 5, 2012
Time: 9:30 a.m. – 3:30 p.m.**

**San Francisco Estuary Institute
4911 Central Avenue Richmond, CA 94804
Large Conference Room**

**DRAFT AGENDA
Joint Business**

1.	Closed Session – Tracking the ED Performance Plan and 2013 Outlook Related to Implementation Plan Desired Outcome: Feedback and recommended priority adjustments	9:30 Dave Tucker, Jim Fiedler
2.	Call to Order Review and Approval of Agenda Introductions	10:30 Dave Williams Jim Fiedler
3.	Public Comments	10:35
	Action: Consent Items (Attachments 1a, b) a) September 13, 2012 Meeting Minutes and Follow-up Actions b) Quarterly News Desired Outcome: Approval of Meeting Minutes and Follow-up Actions; Acceptance of Quarterly News	10:45 Dave Williams Jim Fiedler
4.	Action: Joint Governance Committee Report (Attachments 2a, b, c) Desired Outcome: Approve ASC and SFEI Bylaws Changes and Slate of Officers; Final Committee Roles and Responsibilities; Extension of Leyna Bernstein’s Contract	11:00 Dave Williams Jim Fiedler Leyna Bernstein
5.	Action: Resolution to Honor Jeff Haltiner, former Board Member	12:15 Jim Fiedler
6.	Appreciation of Staff Accomplishments	12:30 Dave W., Jim F.

	LUNCH	12:35
7.	Information: Staff Draft Implementation Plan (Attachment 3) Desired Outcome: Provide initial feedback on proposed staff initiatives and priorities and delegate any follow-up actions to Programs Committee	1:15 Rainer Hoenicke, Josh Collins
8.	Proposed Agenda Items for March 2013 Meeting	1:45 Dave Williams
9.	Adjourn Joint Business Meeting and Call SFEI Meeting to Order	2:00 Dave Williams Jim Fiedler

San Francisco Estuary Institute Business Meeting

SFEI 1.	Action: 2013 Program Plan (Attachments 4a, b, c) Desired Outcome: Approve 2013 Program Plan and Associated Resolutions	2:00 Jim Fiedler
SFEI 2.	Information: Executive Director and Fiscal & Administration Committee Report (Attachment 5)	2:30 Dave Tucker, Rainer Hoenicke
SFEI 3.	Action: SFEI Audit Report and Recommendations on Financial and Risk Management Practices and Direct Follow-up Actions to Executive Committee, as Appropriate (Attachment 6) Desired Outcome: Accept Audit Report and Management Letter, and Prioritize Next Steps	2:45 Valerie Ruban
SFEI 4.	Adjourn SFEI Business Meeting and Call ASC Meeting to Order	3:15 Jim Fiedler Dave Williams

Aquatic Science Center Business Meeting

ASC 1.	Action: Approve Program Plan and Budget Update	3:15 Dave Williams
ASC 2.	Adjourn	3:30

Dial-in Information – Rainer is Host

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