

From: Burns, Truman L.
Sent: 6/24/2013 4:53:28 PM
To: Allene Zanger (azanger@stewardshipcouncil.org); Lauren Kelly (Lauren@stewardshipcouncil.org); Madrigal, Anna-Marie (anna-marie.madrigal@cpuc.ca.gov); kmills@cfbf.com (kmills@cfbf.com); Clanon, Paul (paul.clanon@cpuc.ca.gov); Redacted
Redacted Scott Broberg (sbroberg@stewardshipcouncil.org); Lee Adams (supervisor1@sierracounty.ws) (supervisor1@sierracounty.ws); Nancee Murray (nancee.murray@wildlife.ca.gov) (nancee.murray@wildlife.ca.gov)
Cc:
Bcc:
Subject: RE: Quick Fiduciary Comm. Meeting - Avail. Tomorrow 6/25 OR Lunchtime 6/27?

Lauren,

I'm available either 6/25 or 6/27.

Truman Burns/DRA

From: Lauren Kelly [mailto:Lauren@stewardshipcouncil.org]
Sent: Monday, June 24, 2013 3:46 PM
To: Allene Zanger; Madrigal, Anna-Marie: Kmills@CFBF.com; Lee Adams (supervisor1@sierracounty.ws); Redacted Nancee Murray (nancee.murray@wildlife.ca.gov); Clanon, Paul; Scott Broberg; Burns, Truman L.
Subject: Quick Fiduciary Comm. Meeting - Avail. Tomorrow 6/25 OR Lunchtime 6/27?
Importance: High

Dear Fiduciary Committee,

Are you available for a quick (5 to 10 minutes) Fiduciary Committee meeting tomorrow 6/25 after 3pm or Thursday 6/27 (during lunch at the board meeting)? We would like to discuss obtaining approval from this committee to enter into a new lease for office space this summer. I know Karen, Paul, and Redacted are not available on 6/27 but could one of you be available by phone during a lunchtime call in the event tomorrow does not work for anyone?

We will send you a background information memo later today or tomorrow morning to aid in

our discussion and request. But in general, our current office lease is anticipated to expire in September and we have been looking at office space that will accommodate a downsizing staff over the course of the next two to three years as operations wind down. We have found some office space that is both less expensive and smaller and want to move forward with negotiating a lease. To do this, we need approval from the Fiduciary Committee to enter into a lease since the amount would be over \$50,000 over the life of the contract.

Please let me know if you can make tomorrow or Thursday work. We need 4 members to get a quorum.

Thanks!

Lauren Kelly | *Operations & Human Resources Manager*
Pacific Forest & Watershed Lands Stewardship Council
15 N. Ellsworth Ave., Suite 100 | San Mateo, CA 94401-2831
Tel: (650) 401-2157 | Fax: (650) 401-2140 | Cell: (650) 218-2566
Email: lkelly@stewardshipcouncil.org | Web: www.stewardshipcouncil.org

CONFIDENTIALITY NOTICE: This email (including any attachments) may contain confidential information and is intended solely for the use of the addressee. If you are not the named addressee (or the authorized representative thereof), please notify the sender and delete this email from your system immediately.