

Marine Debris Foundation
Fall Board Meeting
Day One Notes - October 13th, 2022

In attendance (listed alphabetically)

- **Alexandra Refosco**, Marine Debris Foundation Secretary, The Ocean Foundation
- **Alyssa Hildt**, The Ocean Foundation, Technical Support for the MDF
- **Ginny Eckert**, Marine Debris Foundation Chair, Director of Alaska Sea Grant (Board Member)
- **Jessica Seevers**, The Ocean Foundation, Meeting Facilitator
- **Carrie Thompson**, (Board Member)
- **Julianne Curry**, Fisherman, Iccle Seafoods, (Board Member)
- **Erica Nuñez**, Plastics Program Officer, The Ocean Foundation (Board Member)
- **Katie Conlon**, National Geographic Explorer (Board Member)
- **Mark Spalding**, President, The Ocean Foundation
- **Melvin Alvarez**, Grants Program Associate, 11th Hour Racing (Board Member)
- **Miki Tomita**, Founder, Education Incubator (Board Member)
- **Nancy Wallace**, Director of the Marine Debris Program, NOAA
- **Neil Tangri**, Science and Policy Director, GAIA (Board Member)
- **Nick Mallos**, Vice President of Conservation, Ocean Conservancy (Board Member)
- **Caitlin Feehery**, Research and Policy Analyst, NOAA
- **Rick Spinrad**, Under Secretary of Commerce for Oceans and Atmosphere and NOAA Administrator, Department of Commerce (Board Member)
- **Scott Cassel**, CEO of the Product Stewardship Institute (Board Member)
- **Sherry Lippiatt**, Risk and Finance Communication Specialist with Scoot Science (Board Member)
- **Ya'el Seid-Green**, Communications and Policy Specialist, NOAA Marine Debris Program

Notes

1. 9:00 a.m. Pacific Time (12:00 p.m. ET) Welcome, Introductions, & Agenda Setting (Open).
 - 1.1. The meeting began with introductions, the chair of the board called on each individual on Zoom.
 - 1.1.1. The chair reviewed the agenda from the board packet and told the board that anyone was free to raise their hand at any point during the meeting for questions or comments. For those who preferred to write their questions, the chat was monitored.
 - 1.1.1.1. The agenda included updates and the approval of previous meeting minutes, a review of the board member roles and responsibilities, clarification of the role of The Ocean Foundation, a review of the funding from the Department of State, and two closed sessions that covered the board structure and committee direction.
 - 1.1.2. The Marine Debris Foundation Secretary took notes throughout the board meeting. The meeting minutes will become publicly available unless a particular session is noted as closed.
 - 1.2. The discussion then focused on the board's responsibilities.
 - 1.2.1. Board Responsibilities as a group include:
 - 1.2.1.1. Approve and oversee MDF grant-making policy.
 - 1.2.1.2. Oversee investment policy.
 - 1.2.1.3. Maintain accountability and exercise financial oversight.
 - 1.2.1.4. Ensure legal and ethical integrity on the Board.
 - 1.2.1.5. Recruit and engage new Board members.
 - 1.2.1.6. Hire and evaluate the President.
 - 1.2.1.7. Work with the President to meet fundraising goals.
 - 1.2.2. Board responsibilities, individuals are expected to:
 - 1.2.2.1. Maintain a commitment to MDF, its mission, and its values
 - 1.2.2.2. Adhere to MDF's bylaws, articles of incorporation, and policies
 - 1.2.2.3. Prepare for, attend, and participate in Board meetings
 - 1.2.2.4. Fulfill the fiduciary and administrative responsibilities of the Board
 - 1.2.2.5. Serve as an ambassador for MDF within the ocean conservation community -keeping an eye out for and bringing in new opportunities when they arise
 - 1.2.2.6. Actively participate in fundraising
 - 1.2.2.7. Participate in the prospecting of new donors and partners
 - 1.2.2.8. Sign annual conflict of interest disclosure
 - 1.2.2.9. Keep bio updated for the Marine Debris Foundation website
 - 1.2.2.10. Adhere to the time commitments and additional requirements outlined in the Save Our Seas 2.0 Act.
 - 1.2.2.11. The minimum time commitment is likely to amount to 5 (four meetings, plus interstices communications) days per year plus

travel. Board members may also be asked to support senior staff in certain projects, initiatives, or areas in which they have specialist skills, knowledge, or experience.

- 1.3. A discussion occurred when The Ocean Foundation define its role in advising and helping to facilitate the activities of the Marine Debris Foundation.
 - 1.3.1. For example, an advisor from The Ocean Foundation responded to board questions to clarify the board is the final decision maker, and TOF will only help facilitate the hiring. For example, solicit resumes, and screen them using their HR department.
- 1.4. The discussion then moved on to review and approve the meeting minutes from June 2022.
 - 1.4.1. Board moved to discuss the meeting minutes and then vote on its approval, a second board member seconded the motion.
 - 1.4.2. The secretary announced that several small edits were made to the Meeting Minutes, including an edit to a board member's position, edits on tabs in section 5, and a small typo.
 - 1.4.3. After a short discussion, all board members then voted, with all board members - except the abstaining board member - responding with an aye vote. There were no nay votes, and, as noted, one board member abstained from voting.
 - 1.4.4. Chair: all board members say aye, no opposed, so the motion carries.
2. 10:00 a.m. PT (13:00 ET) Board Structure Discussion (Closed).
3. 11:00 a.m. PT (14:00 ET) Break for 15 minutes
4. 11:15 a.m. PT (14:15 ET) Board Structure & Committee Direction (closed)
5. 1:30 PT (15:30 PT) Wrap Up
 - 5.1. The wrap-up was direct as more would be discussed the following day, additionally, a follow-up email to the board would be provided by the MDF clarifying the fiscal year.
6. The meeting concluded for the day at 3:41 p.m. Eastern, the board meeting will resume tomorrow at Noon Eastern, 9:00 a.m. Pacific.

Marine Debris Foundation
October Board Meeting
Day Two Notes - October 14th, 2022

In attendance (listed alphabetically)

- **Alexandra Refosco**, Marine Debris Foundation Secretary, The Ocean Foundation
- **Alyssa Hildt**, The Ocean Foundation, Technical Support for the MDF
- **Ginny Eckert**, Marine Debris Foundation Chair, Director of Alaska Sea Grant (Board Member)
- **Jessica Seevers**, The Ocean Foundation, Meeting Facilitator
- **Carrie Thompson**, (Board Member)
- **Julianne Curry**, Fisherman, Icicle Seafoods, (Board Member)
- **Erica Nuñez**, Plastics Program Officer, The Ocean Foundation (Board Member)
- **Katie Conlon**, National Geographic Explorer (Board Member)
- **Melvin Alvarez**, Grants Program Associate, 11th Hour Racing (Board Member)
- **Miki Tomita**, Founder, Education Incubator (Board Member)
- **Nancy Wallace**, Director of the Marine Debris Program, NOAA
- **Neil Tangri**, Science and Policy Director, GAIA (Board Member)
- **Nick Mallos**, Vice President of Conservation, Ocean Conservancy (Board Member)
- **Caitlin Feehery**, Research and Policy Analyst, NOAA
- **Rick Spinrad**, Under Secretary of Commerce for Oceans and Atmosphere and NOAA Administrator, Department of Commerce (Board Member)
- **Letise LaFeir**, Senior Advisor, NOAA
- **Scott Cassel**, CEO of the Product Stewardship Institute (Board Member)
- **Ya'el Seid-Green**, Communications and Policy Specialist, NOAA Marine Debris Program

Notes

1. 9:00 a.m. PT (12:00 ET) Introduction (Open)
 - 1.1. The meeting began with a small recap by the chair and a review of the agenda found in the board packet. The secretary made a correction to the calendar invite for the next meeting, noting that the calendar holds are correct and the February Winter Board Meeting will be three days.

2. 9:15 a.m. PT (12:15 ET) - Mission, Vision, and Values (Open)
 - 2.1. Mission Discussion
 - 2.1.1. The session began with the Facilitator introducing the topic and noting that some suggestions had been made in the document on the Shared Drive.
 - 2.1.1.1. Then a number of comments were made both in the document via comments and in the Zoom meeting.

