

Friends of Delnor - Wiggins Pass State Park
Board Meeting Minutes: February 6, 2017
Monday 10 AM - Surf Colony Party Room

Board members present: Larry Beer, Marcia Byrd, Milagros Dougan, Joe Gagnier, Kathy Foster, Gabriella Miyamoto, Ann Petrillo, Valerie Thompson

Board members absent: Phil Nye

Staff present: Lori Heath Thorn

Proceedings:

A quorum was established and the meeting was called to order at 10:00AM by Kathy Foster, President.
January board minutes approved.

Reports:

President – Kathy requested that the procedure for our board meetings be informal and follow the guidelines of the *Newly Revised Robert's Rules of Order*. Marcia read the guidelines that pertain to our small board.

Treasurer – Milagros reviewed the 2016 *Profit & Loss Prev Year Comparison*, the *Profit & Loss Actual vs. Budget*, the *Balance Sheet Prev Year Comparison*, and the 2017 *Budget*. The *Cash Loaned – Friends Dinners* category on the Balance Sheet was clarified by Larry. **Suggestions made to remove the category in 2017 and move the Board Designated MM to Board Designated CD. Suggestions were adopted.**

Milagros recommended moving \$5,000 from the checking account at Wells Fargo to Everbank and invest \$10,000 in a CD at Everbank. The board approved. At year end we are better than budget showing \$1700 to the good. Milagros pointed out that the Art Show and donations are our organization's biggest income. Updates to the budget were approved.

Monthly report shows our cash position at \$71,645. Preliminary Art Show income - \$3300.

Milagros will send gate passes to Paul Sands, our new volunteer CPA, in appreciation for his services.

Park Manager/Park Services Specialist– Mark was absent. Lori presented for him. He asked if we could change the day of the board meeting. Wednesday and Thursday are days that would work better due to the fact that if he or Lori work the weekend, they have Monday and Tuesday off. Such was the case at this meeting. No decision was made.

The requested inventory of the Friends' equipment/property was not available.

Clean-up days were decided: March 20, April 17 (day after Easter), and May 15 (day after Mother's Day). Start time 8 AM. Need pickers and buckets – Valerie will look into purchasing these.

No monthly report of Park expenditures using Friends' funds. Lori thought there was nothing purchased.

Lori will get a list of ideas from staff for something to put in the park for the 30th anniversary of the Friends – suggestions from board members - replacing the announcement sign at the entrance, a bench or benches.

Cost to replace AC in break room will be not more than \$150 per Larry. Board said to direct Mark to take out of budgeted funds.

Friends' donation boxes are not on site at the portable gates. There is one in the CSO room that is available. A new post is needed if the current box is moved to the portable gate.

Mark asked if we wanted our name/logo as sponsors for events like the Nature Fest. Clarification needed between hosting and sponsoring. Larry to report on this at the next meeting.

There is no funding for the new office building as of yet. Plans are at 60%. Must go in the budget for next year or no building will commence.

Mark planned a Field trip to Rookery Bay. Board decided on Friday March 3rd. Group is to arrive there by 10 AM for a brief talk. From 10:30 to 12:00 there will be opportunities to walk on the boardwalk trail, visit the exhibits and museum, look at artwork. We can bring lunch or we can go out for lunch. Could carpool from the park. Marcia will send email blast with details.

Mark to give a status report on the unit. Per by-laws it should have been done at the Annual Meeting in January. Request that he give the report at the February membership meeting.

Per Carol Imbriani-Bennett we are not required to do installation of officers if that is not in the by-laws. Nothing in by-laws therefore no installation of officers

Reports of Committees:

Membership – Gabriella reported that membership is at 47. About 30 former members haven't renewed. She sent email reminders. **She will follow up with a second email reminder later in the month and mail membership forms and cover letters to members who have not provided an email address."**

Gabriella is working on ways to increase membership. Due to her efforts the Dunes has posted our info. She will promote us briefly at a meeting of the Vanderbilt Beach Resident Assn. She will attend the Naples Park Assn to plug the Friends.

In order to publicize ourselves, she suggested post card mailing in certain areas near the park, keeping the count at 2,000 doors. Cost for printing, postage, mailing prep, design is being investigated. The board agreed to send these cards out next year at the beginning of season.

Lori, Kathy, Valerie, and Gabriella met and agreed on a new procedure to determine the interest that volunteers have in helping at the park so that we can better utilize their talents.

To expedite the delivery of gate passes, Milagros and Gabriella have devised a new procedure.

Milagros proposed a plan for membership forms to be submitted at the gate with payment made online through Pay Pal. She will ask Alicia how this can be achieved. Lover's Key has a good website for paying for memberships, purchasing apparel, donating online, etc.

Art Show – Valerie reported that 20 artists participated. Artists were given comment forms and the comments were very positive to staff and volunteers for their help and attention. Starting at 9 AM instead of 10 AM worked out well. Net profit to date is \$3300 but three artists have yet to send in their donation and the vendor has not yet contributed. The Drawing of Chance was once again profitable - \$560. Kathy gave huge thanks for Lori and all her work. NDN published a couple of ads costing around \$500. Follow-up meeting will be held this week. Park attendance that day: 2,585.

Children's Art show – Marcia and Ann developed a time-line for the Children's Art Show. Marcia and Lori met to determine the number of volunteers needed. Ribbons have been ordered, banner is under way, flyer developed thanks to Lori. Caroline Brown is joining the committee and will take photos at the event. There will be a table at the entrance to the pavilion for getting ballots for People's Choice, for handing out brochures, and for parents to sign state mandated release forms for photographing their children. Lori will have a work schedule sheet available at the membership meeting. We need volunteers.

Unfinished Business:

delnorwiggins.org website has been updated by Alicia Astorga, Milagros and Marcia.

Gabriella updated the email list with Alicia.

New Business:

Speaker for meeting. Lt. Dodd Bulger, of the Florida Fish & Wildlife Conservation Commission, will inform us of the role the Commission has with our state park; how we as citizens can help preserve and protect our natural resource; questions to follow.

On February 4th Betty Wilson held her One-person- Art- Show in the pavilion from 10 – 2 PM. She was happy with the event and stayed an extra hour. Not sure how many came.

Volunteer Appreciation Luncheon for those who have reached a milestone in hours worked: March 10th, 12:00 at Carrabbas in Bonita Springs.

Songwriters at sunset: Marcia and Kathy went to Lover's Key to witness the event. The pavilion on the beach makes this event work. Hundreds of listeners were there for the evening. Two couples sang songs they had written. The venue makes it work. Probably not manageable at our park.

Trailer update – the white trailer has been emptied. Larry will look into having it removed from the park.

Free t-shirts for the first 50 people at the meeting on February 13th.

March 3, 2017 Field Trip to Rookery Bay

March 6, 2017 Board Meeting at Surf Colony 10 AM

March 10, 2017 Volunteer Appreciation Luncheon 12 Noon at Bonita Spring Carrabbas

March 13, 2017 Membership Meeting CSO Room 10 AM

March 20, 2017 clean-up day

Adjournment : 11:55 AM

Respectfully submitted, Marcia Byrd, Secretary

Date Approved _____