

Friends of Delnor-Wiggins Pass State Park
Board Meeting Minutes
December 2, 2019

Board members attending: Larry Beer, Kathy Foster, Clarette Frank, Gabriella Miyamoto, Phil Nye, Todd Richards, Valerie Thompson. Board members absent: Milagros Dougan, Heidi Gagnon
Park Staff attending: Terrance Torvund, Caitlin Brunk, and Stephen Pindel

President Kathy Foster called meeting to order

President's Report: Terrance Introduced two Park staff in attendance: Park Specialists Caitlin Brunk and Stephen Pindel. Caitlin has various duties including: Volunteer Coordinator, Interpretive Programs, Friends Liaison, and Manager in Charge
Steve's responsibilities include: Maintenance, Manager in Charge, and Resource Management

Treasurers Report: (Kathy reported in Milagros' absence)

- Kathy announced that Milagros will resign the Treasurer position effective at the end of 2019.
- Kathy updated the Board on the search for a new Treasurer. A "Volunteer Treasurer" job posting was put on Facebook and garnered one very qualified candidate, Eric Cosentino, CTFA. His qualifications were shared. Kathy has communicated with him regarding the position and responsibilities. Milagros and Kathy will meet with Eric this week to go over job description, Kathy asked Terrance to join them. Kathy will contact Paul Sands to invite him to the meeting.
- The December Financial Report was distributed to Board members through email.
- The question of setting aside a portion of net income for designated fund investment was raised. A motion recorded in the 3/5/18 Bd. Mtg. minutes was referenced: "Once a year when the budget is developed, the Board will determine any changes to the designated fund. This will supersede any previous Board motions related to the 'designated funds' ". The opinion is that this motion stands and designations can be done annually when the budget is prepared and approved.
- Yoga donations: we should expect a check by Dec. 20 for a November session.
- Mobile Credit Card machine: Milagros suggests discontinuing the credit card machine due to cost. Alternatives were discussed, without a decision.

Vice President's Report: (Kathy reported in Heidi's absence)

The Adopt a Turtle Program is going so well that there are only a few turtles left in the Ranger Station. Kathy sent an urgent message to the supplier asking for more turtles. They should be at the Park in three days. Kathy will ask Heidi to check on adding manatees or dolphins to our donation program—type, pricing and availability for 9" stuffed animals is needed.

Secretary's Report: A quorum was established. Minutes approved from the November 4, 2019 meeting were approved. Larry moved for approval. Gabriella seconded and the vote to approve was unanimous. Valerie described the Golf Cart Donation Project. Letters will be sent to approximately 40 area golf clubs requesting donations of new or used carts for Park use. Todd will check with sales representatives at the locations he deals with and inquire about possible donations. Donating businesses may have recognition through signage on the donated carts.

Membership Chairperson's Report: Gabriella reported:

- 185 memberships; 28 are up for renewal at end of December.
- Notices are sent out for December renewals
- Gabriella is following up on Robb Stan's drawing, she has not heard of a recent drawing winner.
- The Friends group email was discussed. A concern was expressed regarding reply emails going to all members. Kathy asked if a "Do Not Reply" should be put on Friends group email. Future instances of these types of replies will be noted and, if necessary, remedies will be investigated.

Park Manager's Report:

Administration:

- To meet State requirements, the Friends need to have a new safe with a drop box to use solely for CSO business.

- Collier County has scheduled the Beach Bus to run Jan. 31 to April 27, 2020 with a special run for the January 18 Art Show.
- Terrance was Principal for the day at Naples Park Elementary School and talked with classes throughout the day—especially about sea turtles.

Visitor Service and Interpretation:

- Caitlin will be going to Interpretative Training in February.
- The 85th anniversary of Florida Park Service will be celebrated in 2020. Delnor-Wiggins Pass S. P. “Birthday” is September 8. A celebration event is planned for September 12. The theme of the event is “Motion in the Ocean” and will feature water-related activities and exhibits.
- Annual Program Plan for Citizen Support Organization Report was shared. The plan needs to be completed for 2020.
- Terrance will contact Robb Stan and ask him to put a Friends membership post on his Facebook page.
- Shell & Fossil Collection donation from Jackie Olsen. Kathy asked if shells could be used in a Shell Program. Terrance said Ranger Shara Marconi will be presenting a program in this area.
- Anyone with volunteer issues should contact Caitlin. Suggested she send out an email to Friends members requesting they update their volunteer information with her.

Maintenance:

- Eagle Scouts have removed some boardwalks in areas 3 and 2 and the group is scheduled to remove selected boardwalks in areas 4 & 5.
- Bathhouse 3 is open with a new floor on the men’s side.
- Pavilion was painted by volunteer high school students together with Caitlin and other park staff; new ceiling fans were installed.
- Parking lots were restriped
- Another planned Eagle Scout project is painting bathhouse 4.

Resource Management: low/medium levels of red tide are still in the water.

Volunteer Board Passes: Caitlin will prepare and distribute a volunteer pass to each Board member.

New passes for 2020 will be distributed to Board members after the January membership meeting.

Speaker for February: Tentatively, Katie Moses from Lovers’ Key S.P. is scheduled to speak.

Budget: Kathy requested that Terrance prepare a budget request for 2020 Park needs. Caitlin said that, in the future, Park volunteers will be asked to wear “official” Park polo shirts. If money is needed, Caitlin will include the amount with the budget request.

Committee Reports:

Seashells and Santa: Todd reported that the event is up on Eventbrite and 13 tickets have been sold so far. Todd will do another boost to publicize the event. Refreshments: Kathy has contacted McDonald’s to request apple slices, Todd will take care of drinks and additional refreshments. Chair Barb Craig, Valerie, Caitlin and Marcia Byrd will prepare Santa’s chair and craft activities.

Art Show: 16 registered, paid artists.

Todd agreed to provide food for purchase at the show, locating the food service near the south end of Parking lot 3. For the Drawing of Chance: Todd volunteered to donate a Day at Beach and fishing pole holder. Terrance will check on the Collier Seminole S.P. free canoe trip donation.

Children’s Art Show: no report.

New Business:

Friends Member Picnic (12/9/19)

Clarette volunteered to provide sliced turkey from Publix and also table decorations.

Kathy will take care of tablecloths, paper plates, and plastic utensils. Valerie will purchase drinks, cups and chips. The 2020 Resident Artist will be introduced.

Clarette made a motion to pre-approve Eric Cosentino to be Treasure if he agrees to volunteer for the position; Todd seconded the motion. The Board voted unanimously to give pre-approval to offer the position to Eric.

Meeting adjourned at 11:50 a.m.

Respectfully submitted by Valerie Thompson

Date approved: December 9, 2019