

Meeting Summary for CSO Board of Directors, November 12, 2007, 10:30 AM, Supporters of Del-Nor Wiggins Park, Inc.

The meeting was called to order by Lois Cantwell, President, with a quorum of 6 directors present and attended by Robert Steiger, Park Manager.

A summary of revenue and expenses through September for 2007 was reviewed in preparation for budget projections to be discussed at the December board meeting. This included a preliminary review of the park needs list. The 2006 Financial Report was submitted for review and will be posted in the Documents Notebook.

The directors whose 3-year terms are up in January were polled. Lois is going off the board, Dick is opting for re-election and Bill was non-committal. Discussion followed regarding selection of a nominating committee at the membership meeting following the board meeting. A draft of a letter to the membership and a Board Member Application Form were reviewed. Lois shared a list of the duties and responsibilities she has been performing as a sort of “checklist” for the incoming president. (It filled 2 pages).

Other items introduced: A letter from the Richland County Foundation describing a \$1,000 donation from one of our members; a membership renewal notice from Friends of Florida State Parks, which we unanimously approved; a notice from the IRS for Electronic Filing, which was added to our documents notebook; and a sample handout version of a CSO Membership Application from another state park for review and discussion. We will ask Sharon Eddy to look at it in hopes that a less expensive version of it can be implemented.

An updated version of the Board of Directors Meeting and Reporting Schedule was shared for review, so that each director

has his/her own copy. A copy was placed in the documents note book also.

Lois showed a draft of the Meeting and Event Schedule for 2008, which should be finalized at the next meeting. She also indicated that the board needs to prepare a letter of notification of these meetings and events to be given to the park manager near the beginning of this next fiscal year.

The Project Priorities List was shared with the group as a reminder that it needs to be updated and forwarded to the park manager as well. This will also be done at the December board meeting.

A meeting date and time was set for Wednesday, December 5th at 10:30 AM. Meeting adjourned at 11:45 AM.

Present: Lois Cantwell, President
Dick Liden, VP
Olga Williams, Treasurer
Joan Erb, Membership Dir.
Bill Paul, Director
Kay Peley, Director
Robert Steiger, PM

Absent: Joe Gagnier, Sec.
Fred Eckert, Dir.
Phil Nye, Dir.