

Friends of GTM NERR

Minutes of Board Meeting: Tuesday, June 14, 2005

Members present:

Carl Hampp, Pierre Pierce, Agnes Danciger, Anita Pierce, Steve Harrison, Sheryl Aycock-Anderson, Bill Coleman, and Gail Hankinson.

Members excused:

Barbara Starck, Joe Hutnan, Bill Dudley, Frank Pixler, and Carol Travis.

Members not present:

Lou Donnangelo and Bill Gellatly.

Staff Present:

Ken Berk, Janet Zimmerman, Carroll Kissam, Katie Flynn & Forrest Penny

Guests: Peter Difatto

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- I. Meeting called to order at 5:00 p.m. by Carl Hampp

 - II. Minutes of May 10, 2005 meeting approval
 - Discussion of minutes, no changes suggested.
 - Motion to approve the minutes made by Steve Harrison
 - Seconded by Bill Coleman
 - Unanimously approved.

 - II. Treasurer's Report by Agnes Danciger

Friends of GTMNERR paid out approximately \$103,000 to the building contractor since the last meeting. Current funds in our accounts are:

 - Checking account: \$38,435.53
 - Money market account: \$111,863.07
 - Restricted: \$73,000.00
 - Unrestricted: \$38,863.07

Expected expenses in the next few months include paying for the engraving, delivery and installation of the bricks, additional start up costs of the nature store, costs for the Grand Opening Celebrations, and additional mail outs. Board members discussed the need for all committees bring any budget items to the attention of the Board as soon as possible so we do not over commit ourselves.

 - IV. Executive Board Update by Carl Hampp

Carl informed the Board of Daryl LaBelle's resignation due to work and time conflicts. Appreciation for his years of service to the FROG and to this Board including his development and maintenance of the web site was expressed by the Board. Agnes was directed to look into an appropriate token of our

appreciation. Carl requested Gail Hankinson serve as recording secretary through the remainder of Daryl's term. There was no objection.

V. Grand Opening Update by Carl Hampp and Bill Coleman

Carl reported that the committee working on the Grand Opening has been meeting and working well together. The VIP event will be Friday, Sept 24, from 6-8 p.m. and will have approximately 200 invited guests. The invitee list will be finalized by the July Board meeting. Agnes was asked to help with the invitee list. Saturday, Sept. 25 the EEC will have the Grand Opening for the Public at 9:00 a.m. Board members need to be available both days if possible.

VI. Volunteer Committee update by Agnes Danciger and Gail Hankinson

The Volunteer Committee met and discussed the goals of the committee including: Coordinating with Katie Flynn to know the needs of the EEC for volunteers; Assisting in soliciting volunteers through personal contacts with groups likely to help; Assisting with training or orientation as needed by NERR staff, Developing a system of appreciation and recognition devices. Activities of the Volunteer Committee in the immediate future will be to assist in hosting 2 appreciation breakfasts for volunteers that have been working this year (Least Tern, Gopher Tortoise and Sea Turtle groups), invite all GTMNERR donors to join the Friends of GTM NERR, and invite all members of our Friends group to volunteer.

VII. Finance Committee Update by Agnes Danciger

The Finance Committee has met with the CPA. They are applying to the State for a sales tax ID number on behalf of the Nature Store. Some additional information was needed from some Board officers to complete that application. At the suggestion of our CPA, a motion was made by Agnes, seconded by Carl, that we change from a cash basis of accounting to an accrual basis of accounting. The motion passed unanimously. Bill Coleman is preparing an investment policy and will bring it to the Board for consideration at a future meeting.

A discussion was had regarding the Brick sales. Nearly all confirmations have been received regarding display bricks. No funds have been budgeted for the installation process. Agnes is going to contact the subcontractor who installed the bricks to get a sense of what level of effort is required, and to ask if the subcontractor would assist us in the installation process.

VIII. Nominating Sub-Committee appointed by Carl Hampp

Sheryl Aycock-Anderson, Steve Harrison, and Joe Hutnan agreed to serve as this year's nominating sub-committee to bring a slate of candidates to fill Board vacancies. Carl Hampp and Gail Hankinson will serve as ex-officio members of the nominating sub-committee as part of their duties as Board President and Chair of the Governance Committee. Ken Berk, or his designee,

will also participate ex-officio. The Board members discussed the needs of the Board for greater diversity, bringing in communities that have been less involved in the NERR, and skill sets needed by the Board including retail experience, computer skills, and web design and maintenance.

IX. Fly Fishing Class Update by Katie Flynn

To date, 9 people have registered for the class; 6 people have paid the registration fee of \$100; 12 students is the desired class maximum. The Honey Baked Ham store at 312 and US 1 has donated lunch for all the participants.

X. Mass Mailing Update by Barb Starck and Agnes Danciger

A complete report on the mailings that have been completed is being worked on and will be brought to the Board at a later meeting. Follow up communications that are being considered include: Contacting GTM NERR donors and inviting them to become members of Friends of GTM NERR; Inviting donors to become involved in committees of the Friends of GTM NERR; sending notices to “save the date” of the Grand Opening; developing decals or stickers as sale items or gifts to donors. Frank will report back to the Board on the cost of decals.

XI. Nature Store Update by Carl Hampp and Katie Flynn

GTM NERR is able to provide some funds for the start up management of the Nature Store. A scope of work has been developed and will be advertised soon. This contract will be only for a few months (to November 1st) after which time, funding for the management of the Nature Store may need to be fully funded by the Friends group. The Board discussed the need to develop a firm budget for the Nature Store and all other activities of the Board.

XII. NERR Update by Janet Zimmerman

Ken Berk is at a state meeting setting the budget for the GTM NERR for the upcoming year.

The EEC building is coming along nicely, displays are being installed, furniture is arriving. The air conditioning is being fine tuned, and a few bugs are being worked out. The new pay station is in place and will become operational in July. It will be automated for cash or for annual passes but will not be able to take credit cards. The fee is \$3.00 for a car and \$3.00 for a trailer. The fee to access the EEC will be \$2.00 per person.

XIII. Other Business

- Janet gave an overview of all the media contacts that will be made for the Grand Opening celebrations.
- Katie gave a summary of the Gopher Tortoise count, including the discovery of juvenile tortoises.

- Carl and Janet gave an overview of the lobbying activities of the NERRA.
- Carl reported that we did join the Chamber of Commerce's as directed at the last meeting. Carl will email all Board members the time and dates of the Chamber meetings and encourage members of our Board to attend these meetings.
- Janet reported that she is working on the annual report and that our Board would need to respond to the NERR's suggestions for support.
- Agnes reported that the MOU between the GTM NERR and the Friends of the GTM NERR was being worked on.

XIV. Next Meeting will be July 12 at 5 p.m. at Marineland NERR Office.

XI. Meeting adjourned 6:35 p.m.