

Ferry Beach Park Association

5 Morris Avenue, Saco, Maine 04072

207-282-4489 [www.ferrybeach.org](http://www.ferrybeach.org)

02/01/2015 FBPA BOARD MINUTES

IN ATTENDANCE Staff Executive Director, Cathy Stackpole; Board President, Paul Provencher Vice President, Barbara Crowley; Secretary, Marty Burgess; Board members, Steve Fogg, Ron Willett, Cyd Melcher, Jaime Lederer, Valerie White, David Beseda

Paul Riechmann, Lydia Gibb, Carolyn Hodges were absent

Draft agenda written on easel board:

Covenant

Review agenda

Accept minutes of 11/08/2014 board meeting

Financial report

EEI

President’s report

Facilities report

Executive session if needed

Public comment

Call to order by Board President Paul Provencher 7:40 am.

Covenant read by Paul Provencher.

End

Agenda accepted.

End

Motion to approve minutes of the 11/08/2014 board meeting by Valerie White.

Second by Barbara Crowley.

Unanimous acceptance of the 11/08/2014 minutes by members present.

3 board members absent

End

Financial report Presented by Executive Director Cathy Stackpole.

Move to accept 2014 Unaudited Financial Reports by Cyd Melcher.

Second by Valerie White.

Unanimous acceptance of the 2014 Unaudited Financial Reports by members present.

3 board members absent

End

Move to accept 2015 FBPA Annual Budget submitted by Treasurer Carolyn Hodges by Cyd Melcher.

Second by Valerie White.

Discussion by Ron Willett, requesting more specific information regarding the budget.

Budget passed 8 in favor, 1 abstained, 3 board members absent.

end

EEI discussion led by Marty Burgess.

Following many discussions, emails, arbitration, and attempts to maintain right relations with our long term tenant, EEI, Marty Burgess proposed that we inform EEI that we have no intent to renew the lease beyond its current term, we dissolve the lease sub-committee and create a transition team to assist FBPA staff and EEI representatives to manage the remainder of the lease.

Move that the Board of Ferry Beach Park Association notify the Board of the Environmental Education Inc. that we do not intend to renew the lease beyond the current term, by Valerie White

Second by Ron Willett.

Unanimous approval by members present.

Valerie White stated for the record that we have assenting votes and support of the motion from the 3 missing members, therefore the vote is also unanimously approved by the full board.

Move to dissolve the EEI Lease Committee by Valerie White

Second by David Beseda.

Unanimous approval by members present.

Valerie White stated for the record that we have assenting votes and support of the motion from the 3 missing members, therefore the vote is also unanimously approved by the full board.

Move to establish a Transition Committee, a non-standing committee, to support the FBPA management in the transition by Valerie White

Second by Steve Fogg.

Unanimous approval by members present.

Valerie White stated for the record that we have assenting votes and support of the motion from the 3 missing members, therefore the vote is also unanimously approved by the full board.

Following the votes on the EEI motions, discussion and expression of, each board member’s awareness of the enormity of the decision. This was a difficult decision for the board and the moment was acknowledged as such. Affirmations for the efforts of the lease subcommittee along with the affirmation of Cathy’s struggle in coexisting with EEI staff were given.

A letter to the EEI Board President from FBPA Board President Paul Provencher regarding the related actions taken. This is to be sent ASAP following the close of the retreat.

Transition team appointed by Board President: Marty Burgess, Barbara Crowley and Ron Willett.

End

Presidents report by Paul Provencher

2 upcoming board openings, Paul Riechmann and Valerie White will be finishing up their commitment and service to FBPA as board members. We are grateful for their participation and will be honoring them at the annual meeting.

The web site continues to improve with easy input for recommendations for Board members.

Evaluation of ED continues and is moving forward to renew the contract in June 2015 for a 5 year commitment. Discussion in the development of a community ‘sounding board’ team for the ED.

Discussion regarding possible solar power additions to the site. Dave Beseda has gathered information and staff and facilities team will be reviewing the possibilities.

ends

Management report by ED Cathy Stackpole

Review of the staff changes and job description changes

Bookkeeper has been excellent and the auditing process is underway

Maintenance person has been hired for that task. Steve Carpenter was introduced to the board. Has shown his value and skills, along with his respect for management as he gets acclimated to Ferry Beach.

Lots of maintenance to be done – leak in Rowland roof patched with full rebuild this spring, The 8 Morris Ave site (Hopkins) has been roofed and prepared for the full renovation this spring.

Development and implementation of accountability standards for staff, vendors, board members, and tenants is ongoing and making clear progress – development of HR manual, contracts with vendors, bids for works and so on. Valerie White and Ron Willett to review HR material.

Improvement in computer systems, phone lines and fire/safety communication methods being evaluated and upgraded.

Risk management documentation and clarification is being done. Including the security of data.

End

Public comment period

There were 4 FBPA members observing the board meeting. Bobbie Keppel, Carol Hayden, Rick DeWolf and Dave Basler

End

Move to adjourn by Valerie White.

Second by Steve Fogg.

Unanimous acceptance by members present.

Adjourn 8:50 am