**MINUTES FBPA Board meeting of July 22, 2017**

Ferry Beach Park Association

5 Morris Avenue, Saco, Maine 04072

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

Commenced 1:10 p.m., Cross Cottage meeting room, Minutes recorded by Board Secy. Ron Willett.

 **In attendance:** E.D. Cathy Stackpole, Directors Barbara Crowley, Marty Burgess, Ron Willett, Janet Bringola, Cyd Melcher, Jessie Washington, Pamela Emery, and Mark Doty. Carolyn Hodges and Deb Best participated via Zoom teleconference. Doug Atkins attended as a visitor.

 \* Board President Barbara Crowley opened the meeting with greetings and by introducing active Gayla conferee Doug Atkins as a Ferry Beach member who has expressed interest in being of service around finances and treasury duties. Discussion ensued among Directors interested in Doug’s experience in this area.

\* The **Agenda** offered by Cathy Stackpole was approved with the addition of time to discuss strategic planning.

\* **Minutes:** A draft copy of Minutes of the Board’s meeting of June 11, 2017 was approved without amendments. Ron will check distribution lists to ensure that all of the Directors are receiving the draft Minutes between meetings.

**\* Finance Report:** Carolyn Hodges’ reports of interim financial data as of June 30, 2017 were distributed in advance to the Directors and additional hard copies were made available. Carolyn answered questions and offered explanatory and contextual comments about the report data.

* Carolyn articulated what is meant by “cash flow” and “updated baseline cash flow” on her reports.
* She led a discussion about Ferry Beach’s software challenges and Barbara recommended that software needs be given a high priority among spending options.
* Carolyn and Cathy Stackpole reported on a recent development regarding the Association’s liability insurance coverage and they reported that a local agent is helping to resolve the issue. Cathy will keep the Board apprised of developments.
* Carolyn noted that some responses have been received on the RFP for an auditor, and she will report back to the Board on that matter.
* Carolyn strongly recommends the formation of an investment committee for the endowment. Some discussion ensued but no formal action was taken.

\* **President’s Report:** Barbara Crowley

* Barbara reported on the status of the issues with the campus tenant, EEI.

\* **Executive Director’s report:** Cathy Stackpole distributed an outline of management issues and offered information and comments on each:

* Paper streets: Cathy noted that maps of the City of Saco indicate certain “paper streets” around the city: unpaved and/or unmarked thoroughfares and easements over private properties). Some of these in our neighboring communities of provide access to the Beach and are useful to local residents. However, the only one on Ferry Beach property is designated at Commonwealth Ave. and it crosses the Grove, with no beach access. Accordingly, Cathy will ask the City to remove it from its maps and will report back on this.
* Dredging: Cathy reported on the possibility that the Army Corp of Engineers will be dredging in the bay from the Saco River to Camp Ellis, but it is difficult to determine likelihood or timing.
* Summer season: Cathy reported that Hospitality Manager Glen Sanokklis dismissed two summer staffers recently over behavior issues. She also reported that conferees are offering positive comments about food service.
* Outreach/Strategic Partnerships:
	+ Cathy reported that she is pursuing conversations with a group that works with sexual abuse survivors about a possible conference and an Al-Anon group about possible bookings in late summer of 2018 or 2019.
	+ Meadville Lombard: Cathy plans to approach Meadville Lombard Theological School in Chicago about expanding its Ferry Beach event into a conference.
* Board Development: Cathy initiated a discussion about the need for active outreach into Ferry Beach membership to fill future Director positions with candidates suited to the needs of Board. One idea discussed was the possibility that this function could be part of the Board’s work in the form of a committee. Noting that this remains the Nominating Committee’s primary task, Ron Willett suggested that the Board communicate to that Committee the Board’s desires, needs and wishes with respect to future Board members.

**\* HR benefits:** Jesse Washington initiated a discussion regarding potential enhanced benefits for the Executive Director and other key staff, such as a study sabbatical, retirement benefits match, training for professional certifications, and other aspects of personnel development.

 ***Barbara will present some ideas for discussion during the Executive Committee’s meeting (via Zoom) on August 21, with Deb Best to be included.***

\* **Committee reports:**

* Nominating: Barbara will talk to Nom. Committee chair Paul Provencher regarding the possible nomination of Doug Atkins as Treasurer to replace Carolyn Hodges in 2018.
* Membership/Governance and Stewardship: There were no reports from these Committees. Instead, the Board discussed Committee roles, functions and Committee membership, following up on suggestions e-mailed to the Directors previously from Deb Best.
* Strategic Planning: After substantial discussion the following Committee memberships were agreed (no formal action taken):
	+ Finance and Facilities: Carolyn, Janet, David & Steve
	+ Fundraising: Caitlin, Cyd, Jesse, Deb, Mark & Barb
	+ Governance/Membership: Ron, Cyd, Deb, Pam, & Marty

Barbara encouraged the Directors to remain in touch with each other between Board meetings and to have Committee consultations (Zoom or other teleconference) between Board meetings.

***Barbara offered the following goals for the Committees:*** Before our Sept. 9 meeting, the members of each Committee should review the materials from the Board’s last January Retreat and the Ferry Beach staff’s strategic plan one-pager and identify some tasks for the Committee to accomplish, preferably by the Board’s retreat in January 2018.

**ADJOURNMENT** was moved, duly seconded and approved at 3:25 p.m.