



Ferry Beach Park Association

5 Morris Avenue, Saco, Maine 04072

207-282-4489 www.ferrybeach.org

MINUTES

FBPA Board meeting of July 17, 2021 in Cross Cottage

(Minutes prepared by Bd. Secy. Ron Willett)

Participants: Executive Director Cathy Stackpole, Board President Marty Burgess, Secretary Ron Willett, Treasurer Doug Atkins, and Directors Meghan Chan, Richard Plumb, Pamela Emery, Doug Edwards, and Kristal Kallenburg.

Board President Marty Burgess called the meeting to order at 10:07a.m.

* Covenant – Ron Willett read a section of the Board Covenant: *“Acknowledgment of our leadership roles and the need to honor the trust of our membership with words and actions that model right relations in the spirit and traditions of the Ferry Beach community.”*

* Marty proceeded with review of the **Agenda** prepared in advance and made available. A suggestion was made to add a discussion about a hybrid-meeting option for future Board meetings, and it was suggested by Marty and agreed by all that this will be an agenda item for the Board’s next Committee of the Whole meeting. Today’s Agenda included a **Consent Agenda** with the following items:

* Minutes from Board meeting of June 19, 2021.

Approval of the Consent Agenda was moved by Doug A. and seconded by Doug E., motion approved unanimously.

* **Check-in:** During Directors’ offering check-ins Meghan volunteer to write the “From the Board” piece for the next issue of the Discovery newsletter.

* **New Business:**

- **President’s report:** Marty discussed the unique transition now occurring within and around the organization, as quarantines end and widespread vaccination enables in-person gatherings. He noted this as an important time to be listening to members, conferees and staff and contributing to volunteer efforts as one is able. Some discussion focused on Covid safety measures and the challenges involved in hosting groups that include masked and unmasked conferees.

- **Finance:** Doug Aktins reported that there was nothing to report at this time, noting that work is under way for now-to-year-end projections. He stated that he would likely have more to report at the next CoW meeting.

- **Exec Director’s management report (Cathy Stackpole):**

- Conference season off to a bit of a short-staffed start....
 - Gratitude expressed for the volunteers from the Board who have stepped up
 - Transition to a new Registration starts this weekend – with a temp part-time worker and Meghan helping until new Registrar is installed next month.
 - Kitchen: new crew is off to a good working start
 - Necessity of contracting housekeeping help due to severe workforce shortage and lack of J-1 summer workers;
- Facilities
 - Rowland Stairs and 2 fire doors – recently identified needs
 - New maintenance staff is working very well
- Finance
 - Projections through October now in progress
 - Determining staffing – now in progress
- Insurance – renewing for \$21,000 (great price, lower than expected)
- Save Our Shores meeting August 21st at 1pm on campus
- AFG (Alanon group) – on campus August 13-15 – help needed
- September dates after Labor Day – weekends full but looking for activity during the weekdays till the 17th.
- Next Year Annual Meeting – June again, or perhaps May? It was agreed to discuss at next CoW meeting.

- Committees/task forces

Nominating Committee: Some discussion focused on a person who has expressed interest in the Board’s Treasurer position, who met recently with Cathy, Marty and Ron, it was agreed to invite her to the Board’s next meeting. Ron noted that the Nominating Committee still lacks any members aside from Kathleen D. as the Board’s representative, and he will follow up with Kathleen about some interest in the Committee expressed during the recent Annual Meeting. Cathy suggested the name of Ruth G. as a potentially valuable member of the Board.

Philanthropy/stewardship: Meghan noted that Nov. 13 has been set as the date of the auction – to be totally online - and suggested that the Directors assist in getting the word out to ensure a success.

A substantial discussion ensued about philanthropy and the Board’s ongoing role as developers. Meghan expressed disappointment at the Board’s lack of action in this area and Ron noted that philanthropy is universally recognized as a duty of a board of directors in the non-profit sector. He suggested that philanthropy be included as a topic in every Board meeting. Marty agreed that it is a basic Board responsibility and Cathy noted that many boards turn to development professionals for help and she suggested that the Board may want to consider the concept of an “Advisory Philanthropy Board” to include members of our Board. Richard noted the presence of “legacy tables” at organizational conferences and functions.

Board Education and Assessment Task Force: Policy review: Ron reported on work over the past few months among himself, Meghan and Richard to review and assess various aspects of the information and documents stored in the Google Drive maintained for the

Board's use. He noted that this documentation in the Drive includes a number of organizational policies adopted by management and, in many cases, reviewed and approved by the Board.

Given the number of relatively new Board members and the elapse of time since promulgation of the policies, he considers it appropriate and timely for the Board and the Executive Director to review such policies both for familiarity and to assess any needs for amendments or revisions. He recently mailed to the Directors a list of links to the management policies found in the Drive and in today's meeting distributed a hard copy of such links, with a suggestion that the Board and Executive Director review the policies and discuss them, with any questions, in a separate special Zoom session. Ron will issue a Doodle poll offering date and time options for this special session.

Adjournment: At a.m. 11:37 Marty asked if there were any other items of business for this Meeting, and none being expressed, he asked for a motion to adjourn, which was offered and duly seconded and approved unanimously.