



Ferry Beach Park Association

5 Morris Avenue, Saco, Maine 04072

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MINUTES

FBPA Board meeting of July 21, 2018 at Ferry Beach (Cross Cottage meeting room)

Participating: Executive Director Cathy Stackpole, Directors Barbara Crowley, Marty Burgess, Ron Willett, Carolyn Hodges, Caitlin Peale Sloan, Jessie Washington, Pamela Emery, David Beseda, Steve Fogg and Doug Atkins. Dee Wilbur participated electronically via Zoom platform. No visitors were in attendance.

Board President Barbara Crowley called the meeting to order at 1:07 p.m. and began a round of brief check-in by each Director

* The **Agenda** offered by Cathy Stackpole was distributed in advance and was approved with the addition of a briefing by Jesse Washington on a financial consulting project and an update by Marty Burgess on the E.D. and Board evaluation process.

* **Minutes:** Draft Copies of Minutes of the Board's meeting of June 9, 2018 had been distributed in advance and were approved with the correction of Steve Fogg's name on page 4 (motion to approve by Doug A. seconded by Caitlin, unanimous approval, no abstentions).

*** President's Report (Barbara Crowley):**

- **Town Hall meeting follow-up:** Barbara reported on her recent conversation with Dan Fitzpatrick, who has served as Parliamentarian for the FBPA Annual Meeting for the past few years. Dan related that he is willing to have conversations with the Board about effective ways to amending our Bylaws to address our concerns about membership meeting quotas and the large number of inactive Life Members. He believes that the Board can achieve its goals without creating anxiety among the FBPA membership. Some discussion ensued about possible approaches to the quorum definition and a consideration of the status and future of Life Memberships. Barbara will follow up with Dan and try to arrange a good meeting time.
- **Art Auction support:** Barbara offered a reminder about the FBPA Art Auction on Nov. 10 and encouraged the Directors to provide support for the Auction. Two main needs are promotion and a substantial underwriter for the event.
- **Annual Meeting support:** Barbara offered a reminder that Cathy Stackpole recently made a request to the Directors for help with the tasks involved in preparing for the Annual Meeting. Discussion ensued, leading to a discussion about the possibility of better communication between the Board and the membership. No conclusions were reached and Cathy suggested that these issues be part of the Board's annual retreat in January.

- **Outreach to Sustainers:** Barbara expressed thanks to the Directors for a first round of outreach to our sustaining donors and asked if a second round of outreach would be useful. Some discussion ensued. Barbara will review the results of the first round and consider options for a second round.

* **Financial Report** (Treasurer Doug Atkins:)

- Doug noted that the books for June haven't been completed yet so he will offer that report at the next meeting (September 8 via Zoom).
- Doug reported that a new bookkeeper is on board, Julie LeMieux.
- Doug reported that the transfer of FBPA's endowment fund, recently approved by the Board, has been completed.
- Doug reported that he and Cathy Stackpole recently met with financial consultant Ron Hiser.

* **Executive Director' Report:** Cathy Stackpole

- Facilities:
 - Boardwalk and deeds: Cathy reported that one cause of delay in the creation of a new boardwalk from the campus to the beach is the multiplicity of deeds involved: She noted that the campus is a unity of parcels that were deeded separately over time and there was never an effort to identify and consolidate all the various deeds, including the deeds relating to the dunes and easements adjacent to the campus. She has consulted counsel about the challenge and will continue seeking resolution. She will keep the Board briefed on these efforts.
- Summer season:
 - Cathy reported that the full conference schedule is under way, with good numbers attending the recent conferences: Youth Camp, RE Week Gayla, and Choralfest.
 - She noted the upcoming concert by singer Kelley Hunt and the traditional Labor Day weekend with the sing-in and usual features.
 - Dining Hall: Following Chris' resignation we were fortunate to have Linda to step forward. Cathy continues to seek additional help from local resources.
- Personnel:
 - Cathy reported that she will begin professional developmental sessions in September with the Institute for Creative Leadership, to continue until May.
 - Cathy offered a special thanks to Directors Dave Beseda for his recent help in the kitchen.
 - Cathy reported the addition of two dining hall cooks, Michael and Jasmine
- Insurance: Cathy reported that our rep Todd Hoyt succeeded in getting our coverage extended.

* **Task Forces:**

- Governance:
 - Board Covenant: Ron Willett and Caitlin Peale Sloan offered copies of a Board Covenant they drafted to correspond to the covenant drafted by and for the staff to establish and reiterate ethical principles in our work. Correction noted: Cathy noted that the Board

had decided that the words “universal love” in our Mission Statement should not be capitalized and thus should not be so in this document.

Ron moved that the Board Covenant be approved as submitted and corrected, and Marty Burgess seconded the motion. It was approved by unanimous vote with no abstentions.

- Annual Meeting: After a suggestion and some discussion, Ron and Caitlin agreed that the Annual Meeting tasks should be considered a Governance function. Jesse Washington suggested the establishment of a communication schedule for Annual Meetings, Cathy agreed and will begin an outline.
- Facilities: No report, but Steve Hogg and David Beseda expressed regret that a former Director was offended and felt excluded by their recent work on a landscape master plan.
- Nominating Committee: Cathy noted that two new members of the Nominating Committee are up for election at tomorrow’s Annual Meeting and the Directors should outreach to them to begin dialogue on the Board’s wants and needs regarding future leaders.
- Development/Philanthropy/Stewardship: Barbara Crowley thanked the Directors for making the calls to sustaining donors over the past two months and she led a discussion about some of the responses.

* **Evaluations:** Marty Burgess reported that the Directors will be receiving Executive Director and Board evaluation e-mail communications before the next Board meeting, to be included on the September meeting agenda.

* Financial consultation project: Jesse Washington reported that she and Treasurer Doug Atkins are making arrangements to participate in a financial consulting project with Dartmouth University, in a student-driven project in the fall and a faculty-involved project in the spring.

* **Adjournment** was moved and approved at 3:20 p.m.