



Ferry Beach Park Association

5 Morris Avenue, Saco, Maine 04072

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MINUTES

FBPA Board meeting of September 9, 2018 via Zoom platform (Internet teleconference)

Participating: Executive Director Cathy Stackpole, Directors Barbara Crowley, Marty Burgess, Ron Willett, Doug Atkins, Caitlin Peale Sloan, Jessie Washington, David Beseda, and Dee Wilbur. No visitors participated.

Board President Barbara Crowley called the meeting to order at 2:05 p.m.

* The **Agenda** offered by Cathy Stackpole was distributed in advance and was approved.

* **Minutes:** Draft Copies of Minutes of the Board's meeting of July 21, 2018 had been distributed in advance and were approved without edit (motion to approve by Doug A. seconded by Marty, unanimous approval, no abstentions).

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

- **Follow-up with Parliamentarian:** Barbara referred to her brief conversation with Dan Fitzpatrick, who has served as Parliamentarian for the FPBA Annual Meeting in recent years, about his willingness to assist the Board with procedural issues, including preparation for the Annual Meeting.

She noted that Caitlin and Ron recently spoke to Dan about the challenges presented by the quorum requirement in our Bylaws for Annual Meetings and any Special Meetings. Caitlin summarized that conversation, wherein they were assured that Roberts' Rules of Order do not require all classes of members to be included in meeting quorum requirements, and she stated that she and Ron are beginning work to draft revised language to render our quorum requirement more manageable. She and Ron agree that the Board will need to address and consider separately the goal of engaging longtime and formerly-active members in the current life and activities of Ferry Beach.

David Beseda raised a question relating to ex-officio members in attendance at a meeting where a quorum is defined in terms of only active members. Ron said he will seek clarification on this question as he and Caitlin work through some drafting in further consultation with Dan. Barbara suggested that the Board should continue considering member classifications and she encouraged Caitlin and Ron to review the matrix of classes that had been in process prior to this year's Annual Meeting and determine how we might define types of membership in our Bylaws.

- **Art Auction support:** Barbara offered another reminder about the need for support for the FBPA Art Auction on Nov. 10, noting that the two main needs are soliciting donations of artists'

works and securing underwriters for the event. Directors who can help are to contact Pam Emery and/or Laura Vickery.

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

- Doug offered brief comments on the report offered in advance of this meeting. He stated that income and expenses are on track per projections. As of the end of July, FBPA had received 74% of its budgeted income for the year. With \$529,335 of additional income projected for the balance of the year, the annual income budget of \$1,493,600 remains reasonable. Expenses as of July 31st were running at 56% of the annual budget. If expenses for the balance of the year continue as projected, the expense budget of \$1,462,458 will be sufficient to meet anticipated needs.

Jessie noted that a few months ago the former Treasurer had suggested changing the fiscal year and she asked if this is still under consideration. After some discussion it was agreed that consideration of any change should await completion of the end-of-year transition.

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

- Facilities:
 - Boardwalk: Cathy reported that the permit process and other preparations for the new boardwalk continue. as do fundraising efforts.
- Summer season:
 - Cathy reported that preliminary summaries indicate about 500 more summer participants than prior years.
 - Cathy reported that the summer conference schedule for 2019 is almost full, noting that she is seeking additional conferences for weeks when previously-large conferences have seen reduced numbers. She noted that she is working with some UUA staff on a potential people-of-color conference.
 - Cathy reported that the summer staff was very good, noting in particular those recruited under the J-1 program, some of which have indicated a desire to return next summer.
- Personnel:
 - Cathy reported that she has begun the professional developmental sessions with the Institute for Collaborative Leadership, to continue until May.
 - Cathy stated that she is proceeding with some targeted outreach for funding for improvements to Rowland.
 - Cathy has begun a search for a staffer for hospitality and operations management, adding that additional full-time staff is preferable.
 - Cathy continues work toward renewal of our liability insurance coverage.
 - Cathy confirmed that during idle brief periods the lodging spaces in Kelley cottage are offered on the b&b market online.

*** Task Forces:**

- Governance:
 - Board Covenant: Ron and Caitlin's conversation with the Parliamentarian were discussed earlier in the meeting (under President's Report). Ron referred to the newly-drafted Board Covenant he and Caitlin had put forward last month (approved by the

Board at that time) and asked about the intended use of the Covenant, how and when it would be utilized. Barbara asked Ron to distribute copies of the approved version prior to brief discussion at the next Board meeting about its use.

Annual Meeting: Jessie offered a reminder about the conversation last month regarding the Annual Meeting and “who owns it” (preparation) and her view that this is a Governance function. She suggests that the Board address this issue in the January retreat.

- **Development/Philanthropy/Stewardship (Barbara, Marty, Jessie & Pam):** A discussion ensued about comparisons (advantages and disadvantages) of smaller, project-specific fundraising over larger, broader capital campaigns covering various projects. Cathy opined that we appear to be about two or three years out from a big general capital campaign so that fundraising for individual sites, like Rowland, are appropriate for now.

Communications: Barbara suggested that a recurring Board piece in the Discovery newsletter could be valuable toward the general goal of transparency and enhanced communication. There was general agreement among the Directors.

* **Executive Session:** At 3:20 p.m. it was moved by Marty and seconded by Jesse, and approved unanimously, to move the meeting into Executive Session.

* **Adjournment** of the Executive Session and the Board Meeting was duly moved and approved at 3:58 p.m.