



Ferry Beach Park Association

5 Morris Avenue, Saco, Maine 04072

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MINUTES

FBPA Board meeting of June 19, 2021

(Minutes prepared by Bd. Secy. Ron Willett)

Participants: Executive Director Cathy Stackpole, Board President Marty Burgess, Secretary Ron Willett, Vice President Caitlin Peale Sloan, Treasurer Doug Atkins, and Directors Meghan Chan, Alan Shepard, Richard Plumb, Pamela Emery, Kathleen Dziadzio and Dee Wilbur. Also participating were Board nominees Doug Edwards, Kristal Kallenburg.

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

* Covenant – Meghan Chan read a section of the Board Covenant: *“ In all interactions and communications: Listening to understand and respecting each other (stay on topic, remain non-judgmental, ask clarifying questions, respect diverse views, ensure fair evaluation of contributions of others, etc.)”*

* Review of the **Agenda** prepared in advance and made available for review, including a Consent Agenda with the following items:

- * Minutes from Board meeting of Feb. 6, 2021
- * Minutes from Board meeting of Mar. 21 2021

* **Consent Agenda: Approval of the Consent Agenda was moved by Meghan and seconded by Pam, motion approved unanimously.**

* **Reports, Discussions**

- **President’s report:** Marty discussed the challenges of the past year-plus, noting the dedication of the Exec. Director and a skeletal staff in keeping the organization alive through major adversity. He expressed gratitude for the significant efforts of volunteers and thanked the Directors for remaining in touch and engaged. Marty concluded his comments with a reminder that the Board’s Treasures, Doug Atkins, is wanting to retire from that position and Marty asked for assistance in remaining vigilant for a new candidate. Doug’s term is now up for renewal so he has agreed to remain as Treasurer until replacement may be secured.

- **Finance:** Doug Aktins offered an oral report on the organization’s cash flow and financial position as of May 2021. He observed that the organization is on track with recent projections and financially stable for now, all things considered. He noted that he will make a wider financial report during today’s Annual Meeting.

- **Exec Director's management report:** Cathy added on to Marty's comments about the challenges of the past year-plus, and she noted in particular the value of volunteer efforts in maintaining operations. She agreed with Doug's opinion that finances seem to be on tracks with recent assessment. She offered some observations about some recent successes and some upcoming challenges.

- **Committees/task forces**

Governance - Ron and Meghan reported on recent work accomplished by them and Richard Plumb as a Board Communication & Education (BCE) task force: They have begun assessing the top areas of concern identified through the Board's recent self-assessment, beginning with a review of Board materials in the Google Drives (Board and Board Annex). The task force has offered a link to the revised Board Book and New Member Orientation materials, and some discussion ensued. Pam raised some questions about various points and policies that came to her attention, and some discussion followed on these points:

- * Our procedures provide that Board meetings are open to the public and we should be more proactive with notices of the dates of our meetings.

- * She suggested that the Board review the policy on the Memorial Garden. Cathy noted that there is a policy posted on the FB website, Pam suggested that a copy be placed in the Drive.

- * Pam suggested a review and potential clarification of some policy positions such as the policy on smoking.

- * Pam noted that the display of the Mission Statement on our website does not identify us as a membership organization. Cathy said this should be an easy adjustment.

Nominating Committee: Kathleen commented briefly on the Nominating Committee report she has prepared for today's Annual Meeting. She noted that she is both the Board rep and the chair of this committee, due to lack of members, and that she asks that the Board appoint additional members as soon as candidates can be secured.

Philanthropy/stewardship: Dee Wilbur noted that a date is set for the Fall Auction – Nov. 13 – to be totally online - and that the Directors should assist in getting the word out to ensure a success.

Adjournment: At a.m. 11:46 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.

Thereafter, the Officers met in an Executive Session.