



# Ferry Beach Park Association

5 Morris Avenue, Saco, Maine 04072

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## **MINUTES**

### **FBPA Board meeting of June 9, 2018 at Ferry Beach (Cross Cottage meeting room)**

Board President Barbara Crowley called the meeting to order at 1:06 p.m.

**Participating:** Executive Director Cathy Stackpole, Directors Barbara Crowley, Marty Burgess, Ron Willett, Carolyn Hodges, Caitlin Peale Sloan, Jessie Washington, Pamela Emery, David Beseda, Janet Bringola, Steve Fogg and Doug Atkins. Also attending was FB Youth & Family Coordinator Roberta Altamari. No other visitors were in attendance.

\* The **Agenda** offered by Cathy Stackpole was distributed in advance and was approved with no changes.

\* **Minutes:** Draft Copies of Minutes of the Board's meeting of April 7, 2018 via Zoom teleconference had been distributed in advance and were approved without edits.

\* **New advisory group:** Roberta Altamari explained her proposal to initiate an advisory group to explore the principles of Universalism at work in the founding and throughout the development of Ferry Beach Park Association. Roberta related her hope that a voluntary collective of interested Ferry Beachers might identify the core aspects of Universalism that have informed and supported Ferry Beach mission and operations over the years. Roberta related her personal experiences with settings in which people who self-identify as non-religious (include those who feel hostile toward organized religion) express themselves as identifying closely with the ideals and principles that are inherent in Unitarian Universalism. She believes that an exploration of the "roots of Universalism" could provide an orientation and perspective on mission that could be of immense value as Ferry Beach moves toward "365" with a universal love mission. She proposes Stewards of Universal Love as the name of the new volunteer group.

**After discussion, it was moved by Marty B. that the Board approve and support for one year the establishment of the Stewards of Universal Love advisory group under Roberta Altamari's leadership. The motion was duly seconded and was approved unanimously.**

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

- **Director resignation:** Barbara announced that Mark Doty has found it necessary to resign from his position as a Director effective immediately.
- **Town Hall meeting coordination:** Barbara offered an overview of the slides which will be shown during the Town Hall tomorrow (June 10).

- Barbara will talk about planning for 365-day operations, discuss the Board's strategic plans (including the summary document being offered in print over the summer).
- She noted that Marty B. will be moderating the meeting
- Roberta Altamari will introduce and explain the proposed Stewards of Universal Love Advisory Group.
- Cathy will provide a summary report on the past year.
- Ron and Caitlin will comment on the draft Articles of Incorporation proposed for passage at the Annual Meeting and the draft Bylaws amendments proposed for consideration between now at the Annual Meeting of 2019.

**\* Financial Report (Carolyn Hodges)**

- Carolyn offered comments on the written reports distribute to the Directors. Some discussion ensued.
- Endowment fund: Carolyn offered an oral summary of the RFP process recently completed regarding the desire for better management of the endowment fund and the results of the process. Accordingly: **Carolyn moved that the Board authorize the retainer of Bangor Savings Bank Wealth Management Group as Investment Advisor for the endowment fund of the Ferry Beach Park Association and the transfer of assets in the entire from Domini Funds to Charles Schwab & Co., the designated custodian, as soon as practical.** The motion was seconded by Caitlin PS.

*[Carolyn explained that the endowment fund will be managed using similar investment objectives currently in place and authorized by the Board and codified in an Investment Policy Statement to be shared with Bangor Savings Bank Wealth Management Group. The FBPA Executive Director and the Executive Committee of the FBPA Board of Directors will establish and maintain appropriate Signatories and Trusted Contacts with the Advisor and Custodian.]*

After brief discussion, **the motion was approved unanimously.**

- Separate conference funds: Carolyn offered an observation that some FB conference groups, like Gayla, collect separate independent funds for special activities during their conference or to provide financial assistance to enable conference attendance by individuals who lack full funding for conference registration. She noted that these funds are kept separately by the individual groups and are not held or administered by FBPA personnel. Such funds lack both the oversight of FBPA financial personnel and the protection of tax-exempt status under the FBPA exemption. Carolyn recommends a review of this matter, noting that it will be beneficial both to FBPA and the individuals involved with the subject conferences.
- Barbara and others expressed immense gratitude to Carolyn for her tireless devotion to the tasks of Treasurer over the past five years and her invaluable success in assisting management in achieving financial balance and sustainability during her tenure.

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

- Facilities:

- Boardwalk: Cathy discussed the ongoing efforts on the boardwalk construction project and noted that some concerns have been expressed by neighbors, while there is also another look at possible options for the prior beach entry at the end of Ferry Park Avenue. She will keep the Board apprised of developments. She said a new ADA-compliant boardwalk should be in place in late August at the beach entry at the end of Morris Ave.
- Underwood: Cathy reported that it became necessary recently to purchase a new water heater for Underwood. She also reported that Wi-Fi is now available in Underwood.
- Trees & Crisis Management: Cathy reported that debris and tree removal continues in the aftermath of the March 3 storm that took out the boardwalk. She noted the new ReUse parking surfaces laid down on the two small lots at Rowland and said more applications are considered for other parking areas. She stated that staff continue to review proposals for emergency procedures and crisis management, with emergency drills planned.
- Summer season:
  - Cathy reported that there is a full conference schedule laid out for the summer, with a few new conferences and return of the more popular longest-running conferences.
- Alcohol use day permit:
  - Cathy noted that FBPA holds an annually-renewable alcohol sales permit which is restricted to no more than six sales events per year. This permit is used for the fall art auction event and similar occurrences. She noted that she must renew this permit in the fall and she raised the question of whether it would be beneficial to obtain a permit that could be used year-round without a limit to a number of occasions. She noted in particular the substantial amount of alcohol consumed by certain groups during shoulder season on a bring-your-own basis and speculated that Ferry Beach could restrict the amount of alcohol consumed and FBPA could be earning alcohol sales income from these gatherings. Discussion ensued, including questions about cost, timing of renewal, and types of gatherings for sales. Cathy will get more information and report back to the Board.
- Grant awards:
  - NYSCU grant: For White Privilege conference and creating a video of clips for use in other places or for training of volunteers and staff.
  - Shelter Rock grant: For dormitory upgrades
  - Bangor Savings grant: For ADA compliant boardwalk project
  - Maine Recreational Trails Program grant: Cathy had previously discussed intention to apply to Maine's Bureau of Parks and Lands for construction and maintenance funds for the recreational trails that cross FBPA properties. Doug moved that the Board approve the application and the motion was seconded by Carolyn. The motion was approved unanimously.
- Personnel:

- Cathy noted two recent departures from the staff: Hospitality Manager Glen Sanokklis left to pursue a career path more in line with long-term goals and Food & Beverage Director Chris Loftus resigned due to personal, family, and health challenges.

**\* Task Forces:**

- Governance: Ron and Caitlin reported that they are prepared for a discussion at the Town Hall and Annual Meeting about proposed changes to the Articles of Incorporation. Since only the proposed new Articles will be up for action at the Annual Meeting, they expect most of the Bylaws issues to be discussed at the Town Hall.  
Ron noted that one of the longer-term Governance objectives is the development of a Board Covenant to parallel the covenant developed by and for FBPA staff. He has developed a first draft of a Board Covenant in consultation with Caitlin and will distributed copies of the draft to the Directors when he distributes copies of the draft Minutes of today's Board meeting.
- Facilities: Steve Fogg and David Beseda continue working with staffer Steve Carpenter on buildings and grounds issues and strategies. Steve notes that he will stay for Work Week this week and work on new picnic tables and other projects.
- 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.

**\* Review of Board Meeting calendar for 2018-2019:**

- It was agreed that the following Board meetings are scheduled:
  - July 21 at Ferry Beach 1:00 to 5:00 p.m.
  - September 8 Zoom teleconference 2:00 to 5:00 p.m.
  - November 10 at Ferry Beach 9:00 a.m. to noon
  - January 25-27, 2019 at Ferry Beach: Annual strategic planning retreat

**\* Adjournment** was moved and approved at 5:07 p.m.