

**Annual Membership Meeting Minutes
December 9, 2017 - 11:00 am – Club House**

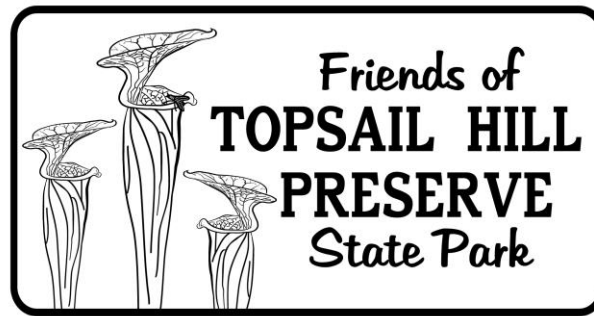
1. Call to Order (Worth Green) - the meeting was called to order at 11:01 am. Attending were:
 - a. CSO Board / Chairpersons: Worth Green, Victoria Hunt, Ann Perry, Janice Gaultney, and Bruce Lachman
 - b. Park: Mebane Cory-Ogden, Vicki Tiseth, Allen Murray, Hallie Oalde
 - c. CSO Members: Faith Whalen, Virginia Dwyre
2. Current Directors & Chairpersons (Worth Green) - Worth introduced the current Directors & Chairpersons attending.
3. Park Management (Mebane Cory-Ogden) – Mebane did not make a report as all attending were familiar with the Park personnel present and current Park activities and events.
4. Treasurer’s Report (Ann Perry) - Ann presented the Treasurer’s Report for 2017 year-to-date through October and pointed out major sources of income and expenditures. There was no significant discussion of the financial report. Worth called for a motion to approve the report as presented, Janice Gaultney made the motion, Victoria Hunt seconded. The report was approved unanimously.
5. 2017 Accomplishments (Worth Green) - Worth pointed out a few of the more important accomplishments of the CSO in 2017; the most important being the full takeover of the Park Store. During the discussion, Virginia Dwyre inquired as to why Park Volunteers no longer worked in the store. Both Mebane and Worth responded with details as to why it was appropriate due to the 100% transfer of responsibility for the store to the CSO and the advantages gained by the Park in increased Park Volunteer availability for non-store tasks, elimination of Park expenses for store inventory, and the gain of 100% return of all CSO store profit to Topsail Hill Preserve State Park.
6. 2018 Goals & Objectives (Worth Green) - Worth discussed the two major issues facing the CSO in 2018:
 - a. The scarcity of Board members and volunteers; the CSO needs responsible people to:



- i. complete the panel of Directors on our Board
- ii. to serve as committee chairpersons in various areas
- iii. to work as Park Store volunteers (to reduce employee payroll / provide better service)
- iv. To volunteer to help with special events

Worth further stated that the CSO only had 4 of its 7 Board positions filled, Because of the empty Board positions, he strongly stressed that if we cannot increase the number of Board members and CSO volunteers in the near future, the CSO is in danger of folding as the work load is too great for the few Board members we have.

- b. The need for a full time, paid Park Store manager
7. 2018 Budget (Worth Green) – Worth presented the 2018 CSO Budget as drafted and approved by the Budget Committee. The amended 2017 Budget and the proposed 2018 Budget were compared to 2017 year-to-date Actuals plus projections (actual income & expenses for January through October, plus estimated income & expenses for November & December). As there was no significant discussion or questions on the proposed budget, Worth requested the 2018 CSO Budget be approved as presented. Victoria Hunt made the motion, Janice Gaultney seconded it, and the 2018 CSO Budget was approved unanimously.
 8. Solicitation for Board Members (Worth Green) - As there was only one non-CSO Board member / chairperson or non-Park staff / volunteer attending, there was no need to solicit the audience for individuals interested in the following Board positions.
 - a. Communications Director
 - b. Fundraising Director
 - c. Projects Director
 9. Next Annual Meeting (Worth Green) – because of the poor meeting attendance, it was decided to delay setting next year’s annual membership meeting date until it could be determined that moving the meeting to a non-holiday month and/or by holding the meeting concurrent with a major Park event would improve attendance.



10. Adjournment (Worth Green) – Worth asked for a motion to adjourn. Janice Gaultney made the motion, Ann Perry seconded, and the Board approved unanimously. The meeting was adjourned at approximately 12:15pm.