



BOARD MEETING MINUTES

April 10, 2019

ATTENDANCE

BOARD:	President	Ben Brewer
	Vice President	Kelly Thomas
	Secretary	Janice Gaultney
	Treasurer	Ann Perry
	BWAR & AITP Chair	Victoria Hunt
PARK:	Park Manager	Mebane Ogden
	Assistant Park Manager	Allen Murray
	Park Ranger	Chris Whittle
	Events/Programming	Faith Whalen
VISITOR:	Perspective Park Store Manager	Micah Heller

CALL TO ORDER

- . Ben called the meeting to order at 4:06 P.M.
- . Ben welcomed new Board member Kelly Thomas, who will serve as Vice President of the Board.
- . Mebane welcomed Micah Heller, who owns Fancy Camps and is the perspective new camp store manager. Micah is very familiar with Park operations, as he grew up in Parks.

MINUTES

- . As the February 21 minutes were not approved at the March meeting for lack of a quorum, Janice moved that they be approved, Ann seconded, and the Board approved unanimously.
- . Victoria presented her recording of the March Board meeting, which lacked a quorum. Discussion followed.

TREASURER'S REPORT

- . Ann reported on February financials. Total CSO Donations were \$2229. Total Revenue was \$2585; Total Expenditures were \$3706. Net Revenue for February was -\$1103. We had \$12,626 in our checking account and \$51,185 in our money market account. See attached. Ann presented bank statements showing interest for our checking account and money market account. See attached.
- . Janice made a motion to approve the February financial report, Kelly seconded, and the Board approved unanimously.



- . Ann reported on March financials. Total CSO Donations were \$1194. Total Revenue was \$1538; Total Expenditures were \$4158. Net Revenue for March was -\$2578. We had \$9358 in our checking account and \$51,196 in our money market account. See attached. Ann presented bank statements showing interest for our checking account and money market account. See attached.
- . Janice made a motion to approve the March financial report, Ann seconded, and the Board approved unanimously.

WIFI CONTRACT

- . Ann reviewed the Wifi account; it costs the CSO \$209 per month. The service has not been satisfactory. The current contract expires on April 25. Mebane suggested that the camp store take over the Wifi, as it is for visitors.

PARK STORE FIXTURES/EQUIPMENT

- . A discussion followed about fixtures, equipment and fundraising and what should stay with the CSO and what should go to the Park Store.
- . Victoria suggested Mebane, Micah, and Ann work together to establish a plan and present it at the next Board meeting. Members agreed.

CSO MANAGEMENT REVIEW

- . The review has not happened in several years.
- . It is expected to be easier now that the Board had organized the process and pulled together required documents on a monthly basis.
- . Melissa Schumake from District will conduct the audit as she has done before.
- . It will take place in May, and all Board members are invited to attend.

COMMUNICATIONS AND PUBLICITY

- . Pam was not present to give her report.
- . It was reported that Pam is meeting with Bill, a plant store owner, next Wednesday, April 17, to determine what is needed to dress up the front entrance.
- . Kelly offered to contact Russell Landscaping to see if they would be willing to donate plants/service to the project.

ART IN THE PARK

- . The next session is scheduled to take place in a cabin. Victoria expressed concern regarding space.
- . Mebane suggested meeting in the store, if more room is needed. Victoria will check number signed up and move the locale if needed.

BREAKFAST WITH A RANGER

- . Victoria expressed a need for volunteers to help with BWAR Saturday, April 13, because several of her regulars will not be available to help. Janice said Hal can cook pancakes in Bruce's absence.
- . Park staff will check to see if there are volunteers who are willing to help.
- . Kelly offered to get stores to donate needed breakfast items, such as eggs.



PARK MANAGEMENT

- . Mebane stated that Florida Park Services under DEP are learning how to reach out to each other.
- . Topsail is hosting Interpretive Training with Tallahassee coming here. It is good to have them here to see first hand some of our needs, such as fencing.
- . Hallie Oalde is no longer with the Park; Chris Whittle is acting as Volunteer Coordinator. Give Chris your volunteer hours document sheets. There are 43 applicants for Park Services Specialist.
- . There have been a couple of promotions in the Park: 1) Mark Lee has been promoted from Maintenance Supervisor to Maintenance Superintendent. 2) Robert Spangler was promoted from Park Ranger to Senior Maintenance Mechanic.
- . The completion of Mebane's house is getting closer.
- . The BP money due Topsail is supposed to be released next month. The Bath House is at the top of the list to be repaired. Hopefully, a new Welcome Center Building will be possible.
- . It was necessary to cancel 65 reservations after Hurricane Michael. To avoid having to cancel reservations due to repairs, the Park will not take RV reservations after October of this year until repairs are completed.
- . The annual meeting of Park Rangers is scheduled at Topsail the first weekend in April of 2020.

UPCOMING EVENTS

- . Every quarter Faith schedules a meeting to get together to plan the events for the quarter.
- . Fish Florida Grant: when the check arrives, Faith needs to get a photo of Ben and Mebane with it before it is deposited.
- . Volunteer Luncheon: Wednesday, April 17, 2019 11:00 A.M. (Third Wednesday of each month)
- . Beach Clean-up: Saturday, April 19, 2019 9:15 to 11:30 A.M.
- . Earth Day Festival: Saturday, April 27, 2019 10:00 A.M. to 2:00 P.M.
 - 1) Treasurer Ann Perry ordered Port O Potties from same company as previous years.
 - 2) FOTHPSP will have a tent at the event. Faith will make sure it is on the event scavenger hunt to help draw traffic to it.
- . Faith will get a quarterly program schedule, annual event schedule, and an event wish list to Vice President Kelly so she can learn about events and solicit donations and sponsorships.

ITEMS FROM THE FLOOR

- . Mebane suggested having an event in July much like the Meet & Greet in November. Discussion followed.
- . Ann suggested having signs made that can be reused for different events. Discussion followed.

ADJOURN

- . At 5:32 P.M. Janice made a motion to adjourn, Ann seconded, and the Board approved unanimously.

Respectfully submitted,

Janice M. Gaultney