

FRIENDS OF LOVERS KEY, INC
Board of Directors Meeting Agenda Minutes
October 10,2023 – Board Meeting – 2:00 PM EDT
VIA ZOOM

Welcome and Administrative Business

i. Call to Order/Roll Call:

- Present: Jim Remis – President, Finance Committee
Kathryn Klar – Chair Governance Committee, Finance Committee
Christy Hennessey – Secretary, Purchasing/Print/Supplies, Finance Committee
Tina Tyler – Donor Development Advisor
Katie Moses – Park Manager and State Relations
Tim Horvatic – Building Committee
Jason Dolle – Chair Development Subcommittee
Frank Cassise – Volunteer Coordinator (wife Janet in his absence)
Louise Kowitch – Education Chair
Mark Generales – Building Chair
- Absent: Karen Woodson-VP of Operations (Town Council and LPA meeting)
Megan Allers – VP Donor Development & Events (Work Meeting)
Sandy Foreman – Events Chair

ii. Approval of August 8, 2023 board meeting minutes:

- Motion to approve the minutes: Mark
- Seconded: Tim
- Motion approved

Report of the Park Manager

iii. Park Managers Report – Katie Moses

- **Park update:** Ranger Ursula has been an amazing addition to the staff and is a former CFO at another park. Ranger Mike joined the staff last month. Going to be hiring one part-time Ranger, Doug, joining the end of November. He is recently retired from the Kentucky Park Service as a Park Manager, worked in a lot of National Parks. A full-time Ranger was interviewed today and hopefully start next month. Lastly, hope to hire an additional part-time Ranger. Hope to soon hire an Assistant Park Manager but have to have a residence for this person. Expected to take 4-7 months for residences to be rehabbed and looking for an RV or apartment in town to be able to fill that Assistant position. Park residences are currently in a state of being gutted. Working on getting necessary “facilities” ready so resident park volunteers can move in.

TFR debris removal contractor is done, but equipment is still in the park. Wright construction has been approved by Tallahassee to do all the construction repairs which will take 2-3 years. South beach restroom will be

the first completed. Plans are 90% complete. All State Park fees go into a Trust Fund, so that pays a lot of the hurricane disaster bills, then reimbursed by FEMA. Many delays are due to delay in construction materials.

Temporary 12'x14' Ranger Station (Shed) on the main drive has been delivered and placed just beyond where the new Ranger Station will be built. Inside is plywood, so will have to be finished off and restroom added. Expecting the renovation to Katie's home to take 7 months.

- WDC Update: Current hours are Wednesday to Saturday 10:00-1:00. In November the hours will be Tuesday to Saturday 9:00-3:00. Trish and Ursula have started the interpretive hikes. Power to the WDC expected November to mid-December.
- Other: Electricity is being worked on and expected to be done by mid-November, with FPL then coming to put the meters in. Plan on replacing all lift stations. Beach renourishment is still under permitting and hope to be done by next turtle season.

Regarding environmental issues, have baby gopher tortoises, the slime is gone, some trees are dying, Duke Energy and a clothing store that does mangrove restoration will be helping with replenishing mangroves, several years for sea grasses to return, butterfly gardens are gone, animals and native plants are recovering. Did not sift sand in the water, so debris is still washing ashore, Hurricane Idalia cracked the Tram Bridge. North entrance is closed but the beach is open. The Lee County Fishing Pier will not be built by the time the new bridge is completed.

Reports of Board Officers

iv. President's Report: Jim Remis

- 2024 Officers and Board Members: Need to look to the future. One new proposed Board Member, John Wesley Nash. Officers will keep their positions for another year.
- Lori Frank- Nook Manager Acct. 6216 \$10,000:
 - Motion to approve paying Lori Frank \$10,000 through 2023: Mark
 - Motion seconded: Kathryn
 - Discussion: Kathryn explained Lori's tasks. We will need to fund her position in the budget meeting in January.
 - Motion approved
- Are you up to date with hours and other requirements?: Those who do not enter hours and complete the volunteer agreements will not be permitted, per the Florida State Parks, to be on the FOLKS Board. Katie is giving board members until the end of the month to complete.
- Meeting schedule for EC and Board: See schedules as follows, at the bottom of the minutes. December 12, 2023 will be in person and Zoom at the WDC.

January 9, 2024 we will need to complete a budget to include Lori Frank's employment and landscaping.

- Other: None

v. VP of Operations Report: Karen Woodson (absent)

- FMB Update: None
- 2024 Gala Update: Kathryn said we need more donors. Ticket price is the same as 2022 Gala. Asked every board member to sell 10 tickets. Everyone has been emailed the "Save the Date"
- Other: None

vi. VP of Development and Events Report: Megan Allers (absent)

- Beach and Brews and Boat Show: At this point, Beach and Brews does not have a date. The January 20th date conflicted with Putt and Pub Crawl. FOLKS is not involved with the Boat Show this year, but Mark reported the Bonita Rotary Event is progressing with planning. There will be food trucks.
- Planning for events: Put and Pub January 20th and need volunteers. Vow Renewal will need Golf Carts to transport people who will then walk 500 feet to the beach event.
- Other: none

vii. Secretary Report: Christy Hennessey

- WDC Landscaping Project Update and Next Steps: Kathryn and Lori Frank met with the landscape architect John Schiera, to go over the Florida State Park's edits to the plan. Nothing major was changed. He will be creating a budget for the project, volunteering his architectural design fee and only charging his management fee to oversee the project. Need the costs before work starts because we need to have a budget for fundraising. Mark felt sure he could get 10 Rotary members to help with the planting.
- Other: none

viii. Treasurer's Report: Kathryn Klar

- Review of September Financial Statements: See Kathryn's reports
- Membership – update: Lori and Kat have spent a lot of hours updating and entering. Lori has become proficient.
- Hardware and Software for Nook – Square: Equipment working well, software installed. Ordered a printer to generate bar codes. With the generator turned off at night, Lori has to reboot the Nook electronics every morning.
- WDC Donor Board: working on it
- Other: The BB&T issue with unknown sources making deposits. Monica Schmucker has the access to close that out. Jason needs to give Lori the salsa credentials. Century Link has no interest in providing service to the park. The Verizon 5G Tower that was purchased is working fine, but questionable if it reaches out to the beach. Jim asked Mark to come up with a list of who is

responsible for what with the WDC, Florida State Parks or FOLKS, for instance, the cleaning of the WDC window exterior.

ix. Other reports

- Status of Advisory Council – Tina: Having great success getting agreements to be on the Council. Only a couple more to meet with and ask. They will help us with connections, help to spread the word, utilize their expertise and give us advice.
- Manatee installation update – Tim: Split Rock continues integrate the completed manatee forms into their support structure and is currently scheduled to be at Lovers Key the week of Oct 23 to install the exhibit. We have also contracted with a concrete vendor to install the required foundation for the exhibit. The area or the exhibit has been prepped including the removal of concrete and installation of rebar. Our concrete contractor is pursuing a building permit from the town of Bonita Springs but is being delayed as we try to locate a copy of the Development Order (DO) established for the Welcome and Discovery Center. We are working with OAK to obtain a copy of the DO. At present, we do not anticipate that the building permit will be available in time to support the timely installation of the foundation. It is very likely that we will need to reschedule the installation of the exhibit to a later date.
- Other: Tim requested a meeting with Katie and Trish to discuss what window blinds are needed in the community room. Complicated by the fact the wall of windows folds back and opens. Once needs are defined, can schedule a few vendors to come out to discuss options and pricing. Tina suggested have a tinting film applied to the glass.

Fan manufacturer, model number and associated specifications have been requested from OAK for the exterior fans. Katie said the cost might be picked up by the Florida State Park.

SD Cards are back from Split Rock. Ursula and Trish installed them in the WDC exhibits.

Ursula and Trish are still working out of the WDC Community Room.

We have a lot of t-shirts but no avenue to sell them with so few people going to the WDC at this time. Currently, 75% of visitors are repeat regular visitors and already have been to the WDC. With now having a Ranger Station, signage can go up to promote and direct to the WDC. Tim suggested a QR code.

Only Verizon and ATT internet signals work in the Park.

Other

xi. Open Board Members discussion about the future: discussed earlier in the meeting

x. New Business: None

xi. Adjournment

- Motion to adjourn: Tim
- Seconded: Mark
- Meeting adjourned at: 3:46 pm

Next Meetings

Executive Committee

- November 7, 12:00 in person
- December 7, 12:00 in person
- January 3, 12:00 in person

Board Meeting

- December 12, 2:00 WDC – Officers and Board Meeting
- January 9, 2:00 WDC – Budget

Annual Meeting

- January 25, 4:00 - WDC