

FRIENDS OF LOVERS KEY, INC.
Board of Directors Meeting Agenda
December 16, 2025 - 12:00 PM EDT
Welcome and Discovery Center and VIA Zoom

Call to Order / Roll call

Present: Jim Remis
Katie Moses
Karen Woodson
Kathryn Klar
Christy Hennessey
Michele Dunlap
Jason Dolle
Lisa Kraska
Tim Horvatich
Tina Tyler
Eric Monroe
Janet Cassise - Zoom

Approval of October 14, 2025, board meeting minutes (Vote 1)

- Motion to approve the October 14, 2025 Minutes: Kathryn
- Seconded: Tim
- Discussion: none
- Motion Approved

Report of the Nominating Committee (Karen and Jim)

Retirement (Sort of) Frank Cassise – Thank you Frank: Frank has reached the end of his 9-year term on the board and likely longer than that. Thanked Frank for his service and his constant involvement as far as caring about nature. We thought it would be very appropriate since they're a team that Frank and Janet continue to serve folks and that Janet be appointed to the board

John Wesley Nash has resigned from the board. John was instrumental in obtaining Internet, transition for the website, working with strategic plan documentation. John will be an active participant in the transitioning.

Election of New Board Members to Terms ending 12-31-28 (Vote 2)

- Motion to approve: Janet Cassise, Eric S. Monroe, Lisa Kraska to the FOLK board: Christy
- Seconded: Michele
- Discussion: None
- Motion approved

Election of Officers for a one year term beginning 1-1-26 (Vote 3)

- Motion to approve election of existing officers for one more year: Christy
- Seconded: Kathryn
- Discussion: none
- Motion approved

Vote to restructure continuing board terms (Vote 4)

- Motion to approve continuing board terms for one more year: Christy
- Seconded: Jason
- Discussion: Kathryn and Jim will be finishing out their final terms this year. Lisa will be taking over as Treasurer after working with Kathryn this year.
- Motion approved

Appointment of Committee members (Vote 5)

- Motion to appoint Christy, Jim, Kathryn and Lisa to the Finance Committee: Karen
- Seconded: Jason
- Discussion: We have an Executive Committee and Finance Committee. The Board approves the Finance Committee and bylaws state the president is the chair of the Executive Committee. In the past it has been the officers and board member in charge of events.
- Motion approved

Adjourn to Board Workshop: 12:20pm

Review of Strategic Plan project managers projects (Tina): The project managers update and the document and work with the project team. It is a living document. Ongoing initiative (summer camps, website, sustainability) should remain Year 1 rather than being marked complete. Nothing is every truly done, projects evolve, improve and recur. Future strategy cycles will be year 2 and 3 year projects.

Under “PROTECT” > “MEMBERS AND VOLUNTEERS” > Add “Recruit members”

Debrief and next steps (all): Each project manager gave their brief updates. Emphasis placed on staying mission-focused, especially when fundraising. Avoid initiatives that do not clearly align with strategic priorities.

Reconvene board meeting: 1:15pm

Park Managers Report (Katie)

• Park Updates: Gibbons have sold their home and moving early February. Hope to be able to keep her part-time remotely. Restrooms are open, kayak launch accessible for wheelchair use and just waiting on final inspection.

Park Needs Remainder of 2025: Park needs for 2026 listed. Over the next 3 years, Katie will budget \$250,000 per year for priority items.

Update on 2026 summer camps: Scheduled. Hope to have a week of scholarships.

New WDC Cleaning Company: Cleaning company was put on notice for not cleaning. They are fighting us legally. Need documentation from all involved with the cleaning company and lack of showing up and cleaning.

New Concessionaire Update: Karen is going to work with an FMB chair and umbrella rental business and Michele is going to talk with Estero River Outfitters. The state terminated a plan for new concessionaires at Lovers Key and Delnor-Wiggins State park with no explanation provided. Temporary options are still possible so FOLK is pursuing that. Friends of Lovers Key cannot directly operate rentals without purchasing all capital equipment, carrying required insurance, holding business licensed and hiring staff to operate services. Any rental or food service must contract directly with the Florida Division of Parks & Recreation. Vendors submit written requests to park management which is forwarded to Tallahassee for review. If a company is established and reputable, approval is likely.

CSO Management Meeting – Now January 16: A bit of a mini-audit. Christy, Katie, Jim and Kathryn

Other: None

Presidents Report (Jim)

Major gift update and recognition plan: Ketchum Foundation gave a fourth \$100,000 donation. Very interested in music in the park. Very interested in the amphitheater.

Ranger Holiday party, gifts and plans for 2026: Katie planning. Not to exceed \$4,000. Ranger of the Month program to be published in the newsletter. Publicize all Rangers with photo and short blurb. Up to \$100 a month allowed. Options will be approved at the next board meeting.

Holiday Party Gift: Option of a rain jacket, a fleece jacket or a Leatherman multi-purpose tool. All the same price.

2026 FOLK Budget Process and providing sustainability: Katie will get \$250,000 per year the next 3 years for projects.

Board Contracts and requirements to give and get: Need to require \$10,000 annual give or get for each board member. Jim and Nancy using their \$10,000 to start an endowment.

Solar and other facilities activities: Eric will be overtaking building and facilities projects

Beach Chamber Event – January 15, 2026: The Dolphin speaker series presentation will be in the community room while the Beach Chamber Event will be down below and in the Exhibition Hall.

Revised CSO Agreement due 1-31-26 – Board training at January meeting:

Annual Program Plan due 1-31-26 – need events locked soon: Will be a first attempt at Facebook Live.

Annual meeting agenda and plan: Katie and Jim will speak and possibly Miranda to give a presentation.

Board and officers roles transition 2026 and 2027: Lisa to become Treasurer. Who will take over as president? Carmen will take over for Tina as treasurer.

2025-26 FOLK Events including documenting electronic approval of items for events (Michele) (Vote 6)

- Motion to approve \$4,656.62 for merchandise to sell at events: Christy
- Seconded: Karen
- Discussion: Products need to be uploaded into Shopify
- Motion approved

2026 Adult Education Programs update (Carmen): All monthly speaker series are finalized and confirmed

Website, e-mail and newsletter update (Christy): Ongoing process. Keeping events updated. Eventbrite automatically updates on the website.

Major Contributor Recognition - Donor Appreciation (Tina): Give a lifetime membership to the Ketchums. Give hand-delivered items, out of the blue thank you notes.

Advisory Committee Update (Tina): They have been invited to the annual meeting. Want to meet again in person. Carmen will take over advisory from Tina.

Gala Update (Karen): Meetings will be more frequent. Working two \$25,000 sponsors. Talked about “bug Trip Auction” items.

Review of November FOLK Financial Statements (Kat): Christmas Tree Festival. Move at least \$200,000 to Sanibel Captiva which is still yielding ~4%. Approximately \$18,000 earned in interest.

Open Board Member Discussions:

Before we Adjournment to Holiday social hour - What are we Thankful for in relation to FOLK? I want your quotes for the next newsletter: Our people, visitors and community, the park, meaningful experiences and program, partnerships and progress.

Meeting Adjourned: 2:55

Next Meetings

Executive Committee

- January 6 – 12:00

Board- January 13 - 12:00 – WDC (Budget – CSO Training)

- Annual Meeting and Celebration
 - January 21, 2026 – WDC - 5:00

Board – April 14 – WDC – 12:00

Board – July 14 – WDC – 12:00

Board – October 13 – WDC – 12:00

Board – December 8 – WDC – 12:00

Board – January 12 – WDC – 12:00