

FRIENDS OF LOVERS KEY, INC.
Board of Directors Meeting Agenda-Minutes
December 12, 2023 – Board Meeting – 2:00 pm EST
Welcome and Discovery Center

Welcome and Administrative Business

i. Call to Order / Roll Call

Present: Jim Remis-President
Karen Woodson-VP Operations
Christy Hennessey-Secretary
Tina Tyler-Donor Development Advisor
Katie Moses-Park Manager and State Relations
Tim Horvatich-Building Committee
Louise Kowitch-Education Chair
Mark Generales-Building Committee

Absent: Sandy Foreman-Events Chair
Jason Dolle-Chair Development Subcommittee
Megan Allers-VP Donor Development & Events
Frank Cassise-Purchasing/Print/Supplies
Kathryn Klar-Treasurer Chair Governance Committee

ii. Approval of October 10, 2023 Board Minutes

Motion to Approve: Karen
Seconded: Tina
Discussion: None
Motion Approved

Report of the Park Manager

iii. Park Managers Report – Katie Moses

- Update on park operations: Seeing visitation up. Parking lots full most days. New Ranger Station will be elevated. South beach restroom plans 90% complete. Wright will do construction. Gazebo will be same footprint but elevated. Boat Ramp closed January 2nd, floating docks by end of the month. Waiting on ATVs and used trucks. Tram being pulled by old F250 and Todd's truck. Debris removal coming back to the beach now that turtle season is over. Electricity delayed but hopeful for January. Katie's house has been drywalled. Assistant manager interview is Wednesday, Dec. 21st. Three part-time rangers hired in January to make a staff of 14 or 15. Four resident volunteers with 24-hour work weeks have returned.
- WDC Community Room Shades/Window Tinting Update – Current plan: Kaleidescape will apply a window film to block the sun. Added benefit of keeping birds from flying into the windows. Donated photos of the park landscape will be used as custom images. Hoping to be no more than \$20,000.

- FOLKS Board Member Headshots/ Board Photo – January meeting plan: Ursula's husband, a professional photographer, will do headshots of the Board Members.
- Washer & Dryer Purchase for park rags, wildlife towels, etc and resident volunteer use (lost in the storm) – Vote on washer and dryer at January Board Meeting.
- Sea Turtle Adopt a Nest Update: Get started in January with levels of \$20 to \$2,500. Up to two signs per nest. (May 1- October). Kathy Nash is facilitating the program. Karen M. has posted on the website.
- Other: Parking for the Park's north entrance will be under the new bridge

Reports of Board Officers

iv. President's Report - Jim

- Vote to amend by-laws: Requirement from the State, Katie's position with the Park does not permit her to be a Board Member. Advisory head is on the Executive Board of FOLKS (Tina).
- In addition:
Article 7 Section 12 of our bylaws: missing 3 unexcused meetings annually, is grounds for removal of the Board.
 - Motion to Remove Sandy Foreman from the Board: Karen
 - Seconded: Tim
 - Discussion: Sandy has also not done any of the Florida Park's online required materials which makes her ineligible to stay on the Board. She has never responded to any emails or contributed in any manner or Board Responsibility.
 - Motion Approved.
- Lori Franks – update: Included in budget to pay Lori for 10 months in 2024, as she is still being paid through February by the Grant program
- Annual program plan due December 31, 2023: Gala, Beach & Brews, Lecture Series, camps, Vow Renewal, etc.
- Are you up to date with hours and other requirements: Trish will be sending out reminders each month.
- Other: none

v. VP of Operations Report – Karen

- Report of the Nominating Committee:
 - Motion to elect John Wesley Nash to the Board for a three-year term beginning January 1, 2024: Jim
 - Seconded: Christy
 - Discussion: None
 - Motion Approved

With all the upheaval with the hurricane, we are recommending further extending expiring Board Members to one more year.

- o Motion to extend Board Member terms that were due to expire December 31, 2023, to expire on December 31, 2024: Jim
- o Seconded: Karen
- o Discussion: None
- o Motion Approved

Extending:

- Remis
- Woodson
- Tyler
- Cassise
- Dolle
- Generales

Election of Officers to a one-year term beginning January 1, 2024

- President – Jim Remis
- VP of Operations – Karen Woodson
- Vice President Donor Development and Events – Megan Allers
- Treasurer – Kathryn Klar
- Secretary – Christy Hennessey

- Gala Update: \$57,500 in sponsors committed so far. Alex King \$25,000, London Bay \$15,000, Waste Management \$5,000, Cornerstone Builders \$5,000, Moss Marina (Arches Bayside) \$2,500. Matt Devitt will be our Emcee. Ed and Kim Ryan will be greeters on the red carpet to help direct people and broadcast their show on FB and YouTube, and have their own online \$20 raffle for 2 VIP tickets to next year's Gala.... A husband and wife team will be our auctioneers. Twelve VIP tables with eleven table already sold. Much smoother progress this year because of working off of last year's plans.
- Other:

vi. VP of Development and Events Report – (Megan Unable to attend)

- Planning for 2024 events: We need to assemble an event team
- Other

vii. Secretary Report

- WDC Landscaping Project Update and approval of initial contacts for project: We have chosen Duramen Landscaping to do the WDC Landscaping Project with our Landscape Architect John Schiera of J.G.S. Site Development facilitating of the project. Irrigation installation by No Limit Irrigation & Lighting at a cost of \$19,500. Duramen Landscaping proposal of \$24,152.75. Herbicides, removal of loose debris, relocating shell, excavator use and labor \$4,100. Plant purchase and installation quote of \$24,152.75. We have a \$2,500 Grant which will be used for the pollinator Garden. Hoping to get some reduced pricing or donations of

perennials. The smaller plants, we can have planted with volunteers and staff. Lover's Key was given a \$1,000 donation by State Insurance. On January 19th, Lee County Beautiful is coming to do plantings.

- o Motion to approve the contract with Duramen Landscaping for the amount of \$44,190.75 to get the project started: Jim
 - o Seconded: Karen
 - o Discussion: Louise was wondering about the breakdown of costs
 - o Motion approved
- Other: Discussion on how this amount of money spent on Landscaping will sound to donors who are focused on money spent on Rangers, Programs, Camps, Visitors. Katie said it isn't just landscaping but rather a huge habitat restoration, going to have interpretive signage throughout so will be educational. Trish will put together a one page description of what we are doing, to sell this project to our donors.

viii. Treasurer's Report

- Review of November Financial Statements: (Kathryn absent)
- Other: Jim: We are way behind for membership dues and have about ¼ of the Fort Myers Beach population. Have over \$310,000.00. Ketchums just donated another \$100,000.

ix. Other Reports:

- Advisory Council Update – Tina: Eight of the ten are confirmed. John Dammerman, Monica Schmucker, Carmen Mock, Gina Ketchum, Dawn Miller, Mark Wilson (London Bay), Chuck Bodenhofer, Alex King.
- Manatee Installation in process and approval of purchase of recognition plaque – Tim:
 - o Motion to approve the Manatee Plaque, not to exceed \$2,000
 - o Seconded: Karen
 - o Discussion: None
 - o Motion approved
- Other: None

Other

- x. Open Board Members discussion about the future: We need to plan the next "big thing" we want to do for the park and rangers.

- xi. New Business: None

- xii. Adjournment:

- o Motion to adjourn: Karen
 - o Seconded: Tim
 - o Meeting adjourned at 3:40pm

Next Meetings

- Executive Committee
 - January 4, 12:00 WDC (Thursday)
- Board 2024
 - January 9, 2:00 WDC – budget
 - March 12
 - May 14
 - August 13
 - October 8
 - December 10
- Annual Meeting
 - January 31, 4:00 - WDC