

FRIENDS OF LOVERS KEY, INC
Board of Directors Meeting Agenda
August 8, 2023 – Board Meeting – 2:00 PM EDT
VIA ZOOM

Welcome and Administrative Business

I. Call to Order / Roll Call

Present: Jim Remis – President
Karen Woodson- VP Operations
Megan Allers – VP Donor Development & Events
Kathryn Klar – Treasurer Chair Governance Committee
Christy Hennessey-Secretary
Tina Tyler- Donor Development Advisor
Katie Moses – Park Manager and State Relations
Tim Horvatic-Building Committee
Jason Dolle-Chair Development Subcommittee
Frank Cassise- Purchasing/Print/Supplies (wife Janet in his absence)

Absent: Louise Kowitch- Education Chair
Sandy Foreman-Events Chair
Mark Generales- Building Committee

II. Approval of May 9, 2023 Board Meeting: Approved by email, May 15, 2023

Report of the Park Manager

III. Park Managers Report – Katie Moses

- Reopening Update: The WDC will open to the public under generator power on August 16. Portable restrooms as the sewer system cannot be analyzed until there is electricity brought to the park. Wright Construction is working on alternatives to frequency of daily pumping. Need meters and transformers. Karen has a great FPL contact. Remodel contracts with Wright Construction have been signed with a cost of \$7.5 million just for repairs. Hopefully start soon. Contractors will be onsite the next 2-3 years. State spent \$3.5 million for debris removal. Six months to get electrical back at a cost of \$270,000. FEMA will reimburse the State Park's Trust Fund. Debris removal should be done by mid-September. On Saturdays, volunteers will sit by honor box for entrance to the park. Staff will be working out of trailers for at least 2 years. Plans for south beach restroom are 90% complete. The septic tanks were exposed in the hurricane. WDC AC is running great on generators and will be open Monday, Thursday, Friday from 10:00-1:00 in August and Wednesday through Saturday 10:00-1:00 in September. Katie is confident the WDC will have electricity by February in time for the GALA.
- WDC Opening-Folks responsibilities: Staff Nook, POS system, Reopening Event
- WDC Cleaning-Previously approved \$5,000
- Other: New Staff Member Ursula Gibbons, will work 40 hours a week. She is a former FL Park CSO President. Tim is in charge of the information board. Donor

board needs Internet access, but Staff is currently working with a hot spot in the Community Room. We paid an annual charge of \$1,918 to get the screen up and running. Two small video screens in the exhibits likely lost the SD cards in the hurricane.

- Motion: Jim moved to pay RE Services
- Seconded: Tim
- Discussion: None
- Motion passed

Reports of Board Officers

IV. President's Report: Jim Remis

- IG Audit Issues-bylaws revision needed-Committee Jim, Kat, Katie:
- IG Audit Issues-board member issues: Not all Board Members have completed the online Volunteer Agreements, had sexual offender checks, online annual training and hour entries.
- IG Audit Issues-Appointment of Finance Committee: Kat, Jim and Christy
- IG Audit Issues-Jim to prepare response: (shared via email with Board)
- 2024 Officers and Board Members: President may establish five to fourteen Board Members. It is more important to have Board Members who participate and contribute time, than to have more members on the Board. The Advisory Council is a possible pipeline for Board Members.
- Proposed Meeting schedule for EC and Board: (at bottom of minutes)
- Other: Names mentioned as possible Advisory Council Members are, Gina Ketchum, Carmen Moch (Naples), Monica Schmucker, Chuck Bodenhafer, John Dammerman, Vita Allen, Samelsons, Dawn Miller, Alex King. Jay Ray from FGCU will be contacted to help and Megan and Tina will contact London Bay. Need eight to ten, but maybe twelve. Tina will be looking into blinds for the Community Room.

V. VP of Operations Report: Karen Woodson

- FMB Update: Karen updated us on the latest status of Estero Island
- 2024 Gala Planning Gala Location discussion: Katie reported the two generators at the WDC are very quiet and we may need just one more, only if the park does not have electricity by the event, February 24, 2024. Planning on first GALA meeting by Zoom in August.
We were unaware each GALA attendee was to pay a \$2 Park admission.
 - Motion to pay \$2.00 per attendee to Florida State Parks: Jim
 - Seconded: Christy
 - Discussion: State needs a letter stating the \$2.00 per person at 120 tickets sold
 - Motion passed
- Other: None

VI. VP of Development and Events Report

- Beach and Brews and Boat show: With the park not having electricity, no lights on the beach and no gazebo, the viability of Beach and Brews was discussed. Considered Bayside Park with \$50.00 tickets and \$75.00 VIP. Considerable problems with this location exist in regards to parking and closing off the street, sectioning off just for attendees. Megan will still be looking into possibilities.

As for the Boat Show, FOLKS will not be participating and the Park land will not be available due to the bridge staging area and ground from the hurricane debris removal still needs ground level clean up.

- Planning for events: Reopening by the State has been pushed until fall with the Manatee structure install.
- Other: Tina Tyler came up with the Tag Line "Giving Back Just Feels Good."

VII. Secretary Report

- WDC Landscaping Project – state approval – fundraising-next steps: Katie will send final Landscape plan to the state
- Newsletter: Katie providing information to Karen M. for the newsletter over the summer.
- Other: We will mount a landscape plan to be available to the public and need a fundraising plan.

VIII. Treasurer's Report

- Review of July Financial Statements:
- Staffing Grant and Job Description Update: Must prove hurricane related work. Lori is working on Membership and database, then the Nook to bring in sales, as we have been unable to have fundraising and Nook plus t-shirt sales, due to Hurricane Ian.
- Membership project -Update: Kat and Lori working on data entry
- Hardware and Software for Nook -Square:
 - Motion to order Square and Apricot, not to exceed \$2,000: Christy
 - Seconded: Jim
 - Discussion: 80% of Florida State Parks use Apricot
 - Motion approved.
- Approval of Tony Mauriello Honorarium:
 - Motion to pay a 30% honorarium to Tony for raising \$3,000: Jim
 - Seconded: Karen
 - Discussion: None
 - Motion passed
- Other: CSO grant requests must have prior approval from the District, to proceed with submitting. They do not need to go all the way up to the State.

IX. Other reports

Other

X. Open Board Members discussion about the future: Karen reported Dana, a Friends of the Arts Board Member is retiring from teach and would be excellent for volunteering with summer camps. Katie said she is looking for a used shipping container for storage of lumber.

XI. New Business: None

XII. Adjournment:

- Motion to adjourn: Jim
- Seconded: Christy
- Discussion: None
- Meeting adjourned at 3:40

Proposed Next Meetings

EC	September 5	9:00 am Zoom
	October 3	9:00 am Zoom
	November 7	12:00 noon in person
	December 7	12:00 noon in person
Board	October 10	2:00 pm Zoom
	December 12	2:00 WDC (Elections)
	January 9	2:00 WDC (Budget)

Annual Meeting with "Welcome Back"

January 24 or 25 4:00 WDC