

Friends of the Dunes November 7, 2013 Board Meeting Minutes

~~Michael Van Hatten will take minutes in December.~~

Board members present: Michael Van Hatten, Melissa Zielinski, Tamara Gedik, Bill Weaver, Susan Penn, Trevor Estlow, Dave Hitchcock, John St. Marie, Mike Dronkers, Jessica Hall

Staff: Carol Vander Meer

I. October minutes approved.

II. Review 3rd quarter financials / dashboard. Dave Hitchcock presenting.

Dave noted that Bobbie updated some of the numbers since last Thursday, and needed to check in with her to have a better understanding of the changes.

Our income is about where we expected it to be at this time, comparable to last year. We expect to bring in \$50,000 in the last quarter.

The Profit & Loss statement includes money for the building loan and “extras.” These are not shown in the Budget to Actual file.

The revenue in Projects/Contracts needs to be updated to show the ~~\$32,000~~ Get Outside Explore Grant from the Coastal Conservancy.

Dave said that our Revenue and Expenses format is unique, making it challenging to understand. He noted that the way we list shared expenses, to the right of the columns, is unusual. He noted that the books are accurate, just not done in a style that he is used to seeing in other organizations.

There is also some discussion about the challenge in determining the indirect cost rate. The method of computing this ~~Can-can~~ vary depending on whether we look toward the information on our 990, or what Bobbie calculates. The figure can vary from 19% to 13% depending on what method is used to calculate. “Shared” expenses get distributed at the end of the year.

Jessica asked if we could go to a different system, and Carol and Dave both said it would be costly in terms of Bobbie’s time. Their system was overhauled by Bobbi a few years ago with input from bookkeeping consultant Barbara Zolener.

Dave will look into creating a written summary, explaining where we are, things to be concerned or happy about, etc., to supplement the spreadsheets. Bill & Dave will work on it. We will revisit this next month.

III. Director's Report

Wine by the sea brought in \$7,000 profit. This is much better than last year. Good attendance, sales of merchandise, and memberships. Mike Wilson hustled!

Janna starts tomorrow (Fund Development Director). Those who interviewed her described her as eager, excited, and organized. Her background in regards to this position is with school fundraising and running a business as a horse trainer. She is scheduled to work 20 – 25 hours per week.

The durable collaboration group met. Staff and Board members felt that the first meeting didn't quite meet their high expectations, but were glad to meet and network with other local Land Trust ~~Staff~~staff.

We have a new partnership with Wildberries, "Explore the Wild Outside." This includes annual financial gifts, the opportunity to create displays in the store, and hopefully greater staff involvement. Use of the Center ~~for a staff party was suggested.~~ ~~And Board membership.~~

V. Board terms and board development.

There was discussion about current election procedures and board terms.- Susan will draft some -proposed text updates to the By-laws to be sure that they are consistent with our practices, ~~w-~~which will be discussed at the next Board meeting.

VI. End of year solicitation.

Janna will help with this, along with Carol. Board members are encouraged to make time to come in and sign and add notes. We hope to get it out before Thanksgiving.

VII. Strategic Planning

Sunday January 26, 2014 is cast in stone. It will be held at the Nature Center.

VIII. Upcoming Events

Arts Alive, Dec. 7. We can sell wine at the Sewell Gallery. They are featuring Alan Sanborn & Kathy O'Leary.

Holiday Party – December 8, 5:00 – 8:00.

Evening lecture speaker ideas are invited. February will be on whales. Most evenings are open, just not the 2nd Wednesday of each month.

IX. Next meeting agenda items:

Strategic planning

Board by-law update

Outdoor Gear Sale

[Adjourn: 8:00 pm](#)

[Submitted by Susan Penn](#)

