

Board Meeting Minutes – Draft

Monday, January 27, 2020

5:00 Finance Meeting

5:30pm Full Board Meeting

Meeting called to order by John Munn (David on the way) at 5:35pm.

Members Present: David Zaccagnino, Mark Short, Kathy Morgan Johnson, John Munn, John Lefner, Mark Short, Charlie Salem, Christine Major Hicks (by phone), Chris Culhane, Jim McDaniel

1. Budget – There was a conversation held that acknowledged the appreciation that the board has for the work done by Christine in her new location off-island. John Munn assured her that there have been efforts underway to find a replacement for her and again, thanked her for her exemplary work and patience with the succession process. April was discussed as a time when a strong candidate might be freed up to take on the Treasurer role of the Board.

Memberships and Fitness were up

Program income was \$90,239, up \$32,000 over budget

Total income from Programs was \$46,927

Fundraising was at \$192,501, up \$36,676 over budget for the month

Fundraising costs are right on track with the budget

We are still expecting the \$130-150,000 from Mary Parker in the coming months

Total Revenue for December was \$23,896

Total Expenses for December were down \$26,943

Motion: John Lefner moved to approve the budget as put forth by the finance committee and treasurer. John Munn seconded the motion. The motion passed unanimously.

2. Cash Flow
Cashflow was reported to be at \$147,000.
3. Audit Update
Chris Culhane shared with Christine Hicks that the audit was completed, but that Kierkering-Berberio has been very quiet about reporting back from their processing of Ellenton's work. Chris reported that we reached out to KB well before December when it was discussed about starting the process earlier to avoid having this timetable.
The Board discussed bidding out the audit for the coming year. Mark will contact Eric to see if he can get an update on the process. David will speak with Matt Plummer to see if he can help with our process in any way going forward.
4. Treasurer update
(See above opening to budget report) We are trying to find the right person and so thankful for the excellent service Christine is providing The Center!
5. Bylaw Discussion
Mark Short reported of homework he did on not-for-profit by-laws and board design from Ernst and Young materials among others. His recommendations come from those Best Practices

reported in such research. The board should have the clean version that Mark produced and he urged the board to pass along any questions or proposed changes to Kathy, Lisa, or him to include in the next draft.

There was conversation about moving meetings to the 4th Monday of the month rather than the 3rd for better budget and accounting timeline alignment.

Getting board members engaged, per the original desire to amend the bylaws is being steered to the establishment of a committee system. The board subcommittees will represent a chance for board members to work directly with the staff, Chris, and each other on specific areas of The Center. Proposed for the next discussion will be the following board subcommittees that each board member should review and choose one or two to join and work with actively.

- A. Fundraising/Development Committee
- B. Events Committee
- C. Governance Committee
- D. Finance Committee

6. Hagen Courts

Some new and very capable donors have stepped forward and donated money to get preliminary drawings of a pool/tennis courts project which the family wants to fund or get funded in the coming years. Mary Catherine met with Mike Thrasher, Stu Henderson (Fawley Bryant architects), Chris Culhane and Jim McDaniel to discuss the viability of the project to build a pool where the tennis courts presently are and raise the tennis courts up above the pool. \$5 million endowment for just the pool will yield \$250,000 which is the projected annual budget load.

The board was concerned with the ongoing expense of a pool on the budget of The Center and felt that a business plan needed to be produced before any more steps were taken with this proposed project. They also felt a committee should be established to research and monitor this process of evaluation regarding the project, the planning and zoning issues and the impact on fundraising within the community.

7. Hegarty Trust

There was discussion of this next installment being the final one of the Hegarty Trust. We need to sign an acknowledgement to this effect upon receiving the check.

8. John Van Zandt

Chris Van Zandt has met with Mark and Chris as well as Chris and Jim about moving the John Van Zandt scholarship fund for college trade education to The Center from the Kiwanis Club where it currently exists. Chris got council from our representatives about endowing this scholarship and setting up the fund in the MCF. Start with \$50,000 goal and move to \$100,000 to at least get a yield of \$5,000 for scholarship distribution. Family members will be involved and will meet with the Mark, Chris, Jim to move to the step once Kiwanis has transferred the funds either to The Center or directly to our account at MCF.

9. Rental Companies update

Beach House Rentals and Duncan Reality have begun the pilot program
5 day passes have been put in welcome baskets of these rentals since Christmas.
We have received 21 passes from Duncan and 4 from Beach House Rentals

The group needs to meet and get these numbers firmed up and updated for reporting back.

10. Executive Report – (Pass)

11. Development Report –

Development numbers are coming into alignment with budgets with the start really being November 16, 2019. The matches of \$100,000 and \$30,000 were met between November 16 and January 15, 2020. Fundraising was at \$135,000 as of the end of this first phase of the Go Green Annual Fund Campaign. The Parker gift being out makes this mixed news as we beat our budgeted revenues for December, but we remain a bit behind last year as a result of not getting this \$130,00-\$150,000 gift to date.

Phase 1 goals – Go Green \$100,000 challenge annual fund push - \$150,000 by January 31, 2020 (Actual \$155,000)

Phase 2 goals - \$130,000 of Parker gift, \$50,000 of individual major donor gifts

Phase 3 goals – Giving Challenge (April 28-29) gifts and match \$40,000, Continuing mini-reef installation/miscellaneous year end - \$30,000

Analytics were shared that we are charting this year as a baseline for annual performance.

Number of Active Donors (134), Number of Gifts (161), Revenue per Donor (\$1,159), Revenue per gift (\$970,84), Number of new donors (50) and number of reactivated donors (42) were all presented for January 14, 2020 against budgeted projections.

12. Event Calendar

Starship – January 23, 2020

Chicago Concert – February 13, 2020

Murder Mystery – February 28-29, 2020

Grass Roots – March 19, 2020

Tour of Homes – March 21, 2020

TBD – Concert – April 5, 2020

John Lefner added a date – Top Down Day – March 22, 2020 Sunday – Harbor Island Community

13. Meeting Adjourned at 7:20pm