

Saw Mill River Audubon – Corrected Board Meeting Minutes October 7, 2003 - Chappaqua Library

PRESENT: Jim Anderson, Jeff Pinerio, Ken Novenster, Richard Saravay, Tom McEnerney, Judy Epstein, Joan Coffey, Henry Seduski, Jo Lunetta, Stan Wecker, Rita Wecker, Anne Swaim, Naturalist/Education Director.

PRESIDENT'S REPORT: We have received the annual report from the Federation of New York State Bird Clubs and Richard noted the picture of Berna Lincoln in it. The next meeting of Audubon chapters in Westchester will be November 19. New York Audubon's Executive Director Dave Miller will come and speak. Cornell Laboratory of Ornithology sent an autumn press release urging participants to submit counts to Project Feeder Watch. (copies sent around). A review of upcoming public programs was passed out and board members were asked to sign up to provide a board presence for meeting and greeting at each program. Richard noted that the Budget Committee consists of the president, vice president, treasurer, chairman of board, chair of the finance committee, and a chair designated by the president. The budget committee should meet right after the retreat to begin work on the 2004 budget.

TREASURER'S REPORT: Tom McEnerney indicated that he would take the position of treasurer when Henry Seduski leaves. Richard thanked Henry for his past work. Henry reported that we are slightly under budget plan. Membership is down a little. Salaries are \$900 under plan. Expenses for the office and Pruyn are \$1100 over budget. This might be a result of the extra work that we have requested Danny Ferguson to do in the sanctuaries, especially in advance of the Pruyn Celebration. All of our insurance policies are not yet paid. A total of \$38,125 was transferred from our endowment. We have spent nothing from the capital budget as yet.

AUDIT COMMITTEE: A decision was made to have an annual audit. The audit will cost \$4800 for us with the price offered, typically it could be as high as \$16,000. The auditors will also do our tax returns. If we get a bequest we would have to have an audit. Ken Novenster suggested that a procedure be set in motion instead of voting every year. Henry suggested looking at another audit firm as some firms charge less for not for profit agencies. A motion to have a full audit at \$4800 was made by Stan Wecker and seconded by Rita. The motion was carried with one opposed.

FINANCE COMMITTEE: Rita gave the Sept. 30, 2003 report. The value of our portfolio is \$754,155. We went down a half of one percent since August. Rita will make the quarterly report next month. The "Policy and Guidelines for Management of Funds" was developed around 1988 then changed in 1994, 1996, and 1998 (the changes made jointly with Audit Committee) and 2003. Rita read Motion #1, "that the Policy and Guidelines for Management of Funds" mailed to the Board on Sept.12, be approved. Jim Anderson seconded. Stan raised a question about the wording of the last sentence of first paragraph of "Fiscal objectives and Policy." Discussion on Motion #1: Stan suggested omitting "Donations of stocks must be sold" and Richard seconded. Rita accepted a change in language to "Donations of stocks must be sold, unless otherwise approved by the Board." Jeff suggested a stylistic change, why go up to 80% because if we hold that much, we might not want to sell our stocks if all is going well. Richard asked for a vote on the policy as amended and the motion was carried.

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FINANCE COMMITTEE: (continued) Rita read motion # 2: "I move that the Control of Funds, mailed to the Board on Sept. 12, 2003 be accepted." Jim Anderson seconded. Stan raised a question about the last sentence of the first paragraph of "Procedures for control of funds." He asked for an amendment changing the wording "by the Executive Committee as conditions warrant" to "by the Board or the Executive Committee as appropriate." Stan also wished to change paragraph #3 "that needed for day-to-day responsibilities" to "that are needed for the operation." Paragraph #4 in "Procedures..." should be changed from "only when.....treasurer" to "with the written approval from the Treasurer." Purpose #5 should be changed from "as provided by the by-laws" to "as directed by the Board." Richard asked for passage of amended document. It was passed with all in favor. A motion was also passed thanking Jim Anderson for all his work on these documents.

COMMUNITY RELATIONS AND DEVELOPMENT: Richard announced that the court hearing for the Milne Bequest took place. He signed a document "Verified Objections." A letter came listing names of lawyers and what is going to happen. Things are moving towards a conclusion and it appears that the estate money is intact. Membership status: 760 members, chapter only 71, national 689. Fundraising Update: \$11,075 from April 2003 Fund Drive, \$1600 chapter only.

GOLDSBY BEQUEST: This is a parcel offered for donation to SMRA in Chappaqua off Pond Hill. One third of property is protected wetland. There was discussion on whether to accept it or not. It is close to Cameron Murtfeldt but difficult to access.

50TH ANNIVERSARY CELEBRATION: Stan Wecker reported that 62 people have signed up for the boat trip, but the boat could hold one hundred. An effort needs to be made to sign up more people.

PROGRAM COMMITTEE: Stan Wecker passed out a list of programs planned through December and asked people to sign up for refreshments

PERSONNEL: Jo Lunetta reported that meetings have been held between Jo, Anne and Judy and between Jo and Ellen and Jo and Anne. Another personnel meeting will be held before the next meeting.

EDUCATION: Judy reported that the Education Committee had a good meeting with Anne. She is managing her half time well, is well booked for schools this fall. She hopes to increase the linkage of classroom programs to field trips. She would like to make greater use of Pruyn for school field trips but the outdoor toilets will have to be purchased to enhance the use of the platform. It was decided to buy a copy of "Audubon Adventures" and let Pat Mutolo try it out with her class. The topic came up of training field trip leaders and perhaps joining other chapters. Future programs were also discussed.

The meeting was adjourned at 9:45 p.m

Minutes taken by Judy Epstein