

**Saw Mill River Audubon – Corrected Board Meeting Minutes
November 3, 2003 -- Chappaqua Library**

Present: Ken Novenster, Tom McEnerney, Jeanne Romeu, Ilse Jorgensen, Rita Wecker, Stan Wecker, Jo Lunetta, Jim Anderson, Robert McCrillis, Judy Epstein. Anne Swaim was also present. Guest: Burton Leiser

Minutes of October 2003 Meeting -- Corrections:

1. Meeting of Audubon chapters in Westchester is Wednesday, November 19, 2003.
2. In reference to the Budget Committee: Chair of the Finance Committee (instead of Budget Committee) and a chair designated by the President are member of the Budget Committee.

Treasurer's Report: Tom McEnerney and Henry Seduski met with Bob McCrillis. Bob moved that Tom be appointed by the Board to the office of Treasurer to fill the remainder of Henry Seduski's term once he resigns as of January 1, 2003. Jo seconded this motion and offered an amendment that Tom also be made a member of the Finance and Budget Committee immediately. Judy seconded the amendment. Amended motion carried. Bob noted that the Budget Committee will be meeting in the next few weeks to prepare the 2004 budget to present at the December Board meeting. It was also noted that if an executive director were hired, we would need to budget a portion of the costs for this position that would probably not start until September 2004.

Finance Committee: Rita Wecker presented the third quarter report for 2003. September was a poor month on the market compared to the summer but overall July, August and September together showed improvement. We may have the first good year since 1999. We closed at \$754,155 on September 30, 2003. We withdrew \$44,000 from the Endowment Fund as of September 30. Main changes are:

1. Sell "Janus World Wide" shares (about \$58,000) which will be replaced with something else. The check will be put in the Vanguard Money Market Fund in the interim.
2. A six month CD is maturing in December and will be rolled over with MBNA.

These changes will be made under the old finance guidelines. September is the month when a decision is made about the percentage to transfer from the Endowment to the Operating and Capital Funds for next year's budget. The Endowment Fund has averaged \$752,163 over the last three years. Under the guidelines, this means a contribution of \$33,847 to the operating budget and \$3,761 to the Capital Fund. This is \$6200 less than what was allocated last year. Stan noted that we anticipate receiving more contributions this year from our 50th Anniversary. It was also noted that the Budget Committee did not put the anniversary expenses on the regular budget.

Planning Committee: A series of objectives were set up at the retreat and are now being rewritten. One objective is to have a long-term staffing strategy. Anne will be with us until at least the Summer of 2005. We have a hole in fundraising. Another objective is to bring someone aboard by September 2004. This person needs strength as an environmentalist and will function as an executive director. This will be discussed at the Personnel Committee meeting and then at the Budget Committee Meeting. The Planning Committee needs to meet before the end of the year.

1. We need to broaden our volunteer base. By next March, each committee should have a mission statement.
2. We need to expand our Environmental Action Committee and have better geographical representation from each community.
3. We have vacant committee chairs and Board positions. We will lose two or three Board members when their terms expire at the end of March. We need to find new Board members.
4. We must complete the restructuring of the Bird Seed Sale Committee by next spring.

Sanctuary Committee: Ilse reported that the committee met at the end of October. We will focus on Brinton Brook Sanctuary in the coming year. We need to show that this sanctuary is well taken care of. We will need \$800 to \$1000 to maintain the fence. We will put up new signs along the fence to indicate the open entrances.

Sanctuary Committee (continued): Jeanne reported that the owners of the Amberlands property adjacent to Brinton Brook wish to build a garage in the conservation easement along our border. We have informed the town of our objections. Ken Novenster spoke with an attorney familiar with easements and suggested a title search followed by a formal filing of the easement agreement if it is not already filed. The Board informally agreed on this course of action. It would cost \$100 to \$150 to file. Jeanne Romeu will check whether the easement has been filed. The Board thanked Jeanne for her work at Brinton and for alerting the Board about the building proposal. The Silverman property is under consideration for private sale and possible development. Robert McCrillis noted that he and Richard plan to meet with Anne to review maintenance needs at the Pruy House.

Community Relations and Development: Stan reported that we have 763 members, down from 900. Of these, 678 are members of both national and SMRA and 85 are chapter-only members. *Our annual fund drive collected \$11,075 and the chapter-only membership revenue was \$2010.* About one-third of our dues comes from chapter-only and chapter-generated members and two thirds from National. Stan also reported that the Hudson River cruise was not self-sufficient. We collected \$3350 (\$200 was a donation) and our net loss was \$408.31. Seventy people attended but several were guests. The Riverkeeper was given a \$200 donation.

Bird Seed Sale: Jim moved for a new search for chairperson of this committee. Jo seconded. Stan suggested that we table this motion. We need to set up a system for picking up the seeds from the shed. Anne suggested that we set up a few scheduled days to sell and pick up. Burton Leiser suggested that the committee should meet and recruit new members. Stan asked that we table this motion and revisit it later to see how it is going. Ken Novenster requested that the motion be voted on now. Jo rescinded her second of Jim's motion which failed for lack of a second. Stan moved that we work out solutions and revisit the topic at the next meeting. Jo seconded this motion, which was carried. Stan called for an acclamation of Jim Anderson's work on the seed sale. This was affirmed by all present.

Milne Bequest: A letter was received from Guiding Eyes for the Blind (a fellow recipient of the Milne Bequest). Progress is underway to resolve this issue.

Goldsby Property Offer: Stan said that we need to decide at the next meeting whether or not we want to accept this property. Ken suggested that we partner with other organizations. He will contact the Westchester Land Trust.

Program Committee:

Stan reviewed the list of Board members who will host the upcoming Board meetings:

December 1, 2003: Jo Lunetta	March 1, 2004: Lurline Arco
January 5, 2004: Ken Novenster	April 12, 2004: Ilse Jorgensen
February 2, 2004: Robert McCrillis	May 3, 2004: Jeanne Romeu
June Board picnic: Midge and Bill Arnold?	

December 6, 2003 Holiday Tea: Judy Epstein, Lurline Arco, Joan Coffey, and Jeanne Romeu

Naturalist's Report: Anne reported that school scheduling for remainder of year is under way. She invited any Board members to attend her outside walks and classroom programs. Ellen has the schedule.

Other Business: Rita noted that the cost of bonding needs to be added to the 2004 budget.

The meeting was adjourned at 9:45 p.m. The next meeting will be Monday, December 1, 2003 at the Chappaqua Library at 7:00 p.m. hosted by Jo Lunetta.

Minutes taken by Judy Epstein.

