

**Saw Mill River Audubon Draft Board Meeting Minutes**  
**Monday, September 13, 2004 -- Chappaqua Library**

**Present:** Robert McCrillis, Jeanne Romeu, Ken Novenster, Richard Saravay, Tom McEnerney, Rita Wecker, Stan Wecker, Jim Anderson, Joan Coffey, Margo Peters, Judy Epstein. Sophie Keyes as Board Historian and Anne Swaim as Education Director were also present.

**Guest:** Barbara Campbell, the Personnel Committee's choice for Director of Community Relations and Development, was introduced by Stan Wecker. She spoke about herself and her work to the Board. She then stayed for part of the Board meeting.

**Minutes of June 7, 2004 meeting:** Minutes were accepted with no corrections.

**President's Report:** We need Board volunteers for the September 18 New Castle Community Day. Westchester County has put out a brochure on gardens in which Pruyn Sanctuary Butterfly and Hummingbird Garden is beautifully listed. Stan is stepping down as Head of the Program Committee; someone is needed to replace him. The Development Committee will meet soon to coordinate work with Barbara Campbell. The Pace Environmental Harvest Fair will take place on September 16 and volunteers are needed here too. Since we do not have volunteers, we will not have a display at this event. There will be a "Museums at the Library" day at Chappaqua Library on 11/20/04. Anne will staff part of this day but requested help from the Board for part of the afternoon. Sophie reported that the next deadline for "On the Wing" is 11/1/04. She passed around a sheet with facts related to the newsletter. The Board was reminded that it was a good idea for the chair of each committee to write up a mission to be put in the Board handbook. Sophie has reviewed the Board handbook with Stan Lincoln, who created this valuable document. Some updating is needed. Robert and Stan will work on the bylaws. Each Board member should return their handbook when they leave the Board. Sophie will put the Jubilee Journal in the book too. The Saw Mill Coalition will meet on 9/16/04; there is a coordinated effort for watershed-wide planning. Stan and Robert both plan to attend. The Audubon Council of New York fall meeting on the weekend of 10/22/04 will be in Armonk. There will be a \$150 registration for the full meeting or \$20 a day. Anne, Richard, and others will be going. SMRA will be hosting a field trip at Pruyn and Pinecliff sanctuaries at this event.

**Treasurer's Report:** (as of August, 31, 2004) Tom passed out a sheet of revenue and expenses. Annual donations, all inclusive, were \$11, 267. We are receiving significant income from chapter only memberships. Expenses are at or below expected levels except for the costs of office equipment.

**Audit Committee:** Karen Wells is traveling so Tom reported on the review of the 2003 audit. A monthly reconciliation will be done to pick up any possible errors. Auditors are done with the 2003 audit and should be sending it soon. Jim offered a motion for Board approval of resolutions in the form provided by Fidelity and Vanguard, seconded by Ken and passed.

**Finance Committee:** This committee has 6 members, 4 of whom are on the Board: Rita Wecker, Jim Anderson, Tom McEnerney, Richard Saravay, and, two off the Board, Phil Heidelberger and Bill Arnold. A summary of the investment portfolio was passed out and Rita reviewed our investment guidelines. We are counting on the Milne Bequest if our investments should go down too much, but we have not received it yet. Jim made a motion that we permit the Finance Committee to dispose of a mutual fund purported to be socially and environmentally responsible when it is deemed to be underperforming in comparison to other funds in its broad investment category. Specifically, permit selling those unrestrictive Domini Social Equity Funds that are in our investment portfolio, some 7.3%, while retaining those funds that are dedicated to the Larry Light Memorial Fund, now representing some 2.4%. Richard Saravay seconded, all voted in favor.

**Sanctuaries:** Six Board members joined Anne Swaim on a Labor Day tour of our less accessible sanctuaries, Haas, Choate, Cameron Murtfeldt, and Chernick. It was decided that this should be an annual event. Jeanne reported the completion of the new sanctuary entrance signs which note sanctuary hours and other information. A letter has gone out to local police departments with sanctuary information. Nida has now cleaned up the buffer zone of Brinton. We did not receive the Hudson River Foundation grant for interpretive signs at Brinton Brook. We have text and graphics for 24 signs. This is potential funding project for Barbara to pursue. There will be a clean up day at Pruyne before the field trip for the state council meeting. Danny Ferguson will re-level the boardwalks and trim trails. Mattie, Tom, and Robert will clean up the arboretum and butterfly garden. Board members are needed to be around on Sat. Oct. 23<sup>rd</sup> for field trips to Pruyne (2:00 pm) and Pinecliff (3 pm). Judy reported that all trail walkers have received their badges. It was decided to provide these for all Board members, too. The Silverman property adjacent to Brinton Brook has been purchased by an individual who has closed the Village of Croton Highland trail which was erroneously put across his property. There will be a Sanctuary Committee meeting in the fall and a mission statement will be written.

**Upcoming Programs and Field Trips:** Stan noted that we can not charge when we have programs at the library because of Chappaqua Library regulations. If interested in the Constitution Marsh canoe trip on Sunday September 26, call Ellen. Only fifteen people can go. The Holiday Tea needs helpers; Sophie and Judy will help Margo.

**Community Relations and Development:** Our membership status is as follows: 760 total, including 591 national and 169 chapter-only. Our fund drive is not reaching its potential. Robert and Stan made a plea that everyone on the Board should contribute. Bird Seed Sale: fortunately we have already locked in seed prices because wholesale sunflower prices have gone up a lot. As an experiment, we are giving customers a 5% discount if they pay ahead. The 2003 profit was \$17,317. There is nothing new regarding the Milne bequest. No actual date has been announced for the distribution of funds.

**Naturalist's Report:** Anne reported that schools are signing up quickly. Over the summer, Anne created a new Access database to inventory and track orders for the seed sale.

**Hospitality:** Margo sent around sheets for Board members to sign up as hosts for board meetings and public programs.

**Search Committee:** Stan reported that thirty-three applicants sent in resumes and five people were invited for interviews. The committee -- Stan, Robert, and Judy, with Anne as an advisor, all agreed overwhelmingly to choose Barbara Campbell. A discussion followed on how she should be paid, as a salaried employee or as a consultant. Paying her as a consultant until the end of the year was chosen, up to a maximum of \$8000. During that time she will help create a development plan. Stan made a motion to hire Barbara for the rest of the year as a consultant for 20 hours per week at \$37/hour starting Oct. 4. Seconded by Ken. All voted in favor.

**New Business:** None

**Next Meeting:** Oct. 4<sup>th</sup>, Chappaqua Library