

**Saw Mill River Audubon - Corrected Board Meeting Minutes**  
**October 4, 2004 - Chappaqua Library**

**Present:** Robert McCrillis, George Shakespear, Ken Novenster, Margo Peters, Henry Seduski, Tom McEnerney, Richard Saravay, Ilse Jorgensen, Joan Coffey. Barbara Campbell, Sophie Keyes, and Anne Swaim were also present.

**September minutes changes:**

Audit Committee: change wording to “Tom reported on the August audit committee meeting and gave a brief update on ...” Under “Guests”, Tom asked to change “Director of” to “as a consultant doing” for Barbara’s position with SMRA. Jim Anderson’s corrections, received via email, were also noted by Robert McCrillis, namely that the Board did not vote to remove funds from Domini but only on permission for the Finance Committee to do so if the fund is “deemed to be underperforming.” The actual text of the motion will be included in the September 2004 minutes. Ken Novenster moved to accept the minutes for the September meeting as amended. Ilse Jorgensen seconded and the motion passed.

**President’s Report:** Email from NY Botanical Garden announcing birding programs during the upcoming weekend was circulated. Memo received from Eliot Spitzer, NY Attorney General, on NY environmental issues also circulated. Robert noted that major needs at the present moment are for a new personnel committee chair and program committee chair. Volunteers are needed for Museums in the Library Day in November. Sophie reported that the “On the Wing” deadline is November 1<sup>st</sup> for the next issue and briefly discussed our periodical mailing permit for the newsletter. NY Audubon Fall Council Meeting is in Armonk the weekend of October 23<sup>rd</sup>. Robert and Richard both confirmed their attendance. A flyer about “Conversations on Conservation” on November 12 and 13 at Pace University sponsored by Westchester County was circulated.

**Development Committee:** The committee met with Barbara Campbell on September 30. We need to create a wish list of projects for which we would want to seek funding. We need to formulate these ideas as proposals for the Board that also include operation costs. Board members with ideas on upcoming projects should contact Robert McCrillis in the coming months. Barbara’s focus in the next several weeks will be researching our organization and our past funding efforts to begin crafting a Development Plan. Our fund drive to date exceeds last year: \$13,788. This includes chapter-only memberships. We should be receiving additional donations before the end of the year as well as corporate matching grants. Membership is currently 761. Of this total, 169 are chapter-only members.

**Bird Seed Sale:** The list of volunteers was circulated for review. Sales are coming in at a good pace for pre-orders. Ken has asked George to place an ad in the Patent Trader. Official rate for 3”x 5” is \$362 which seems a bit expensive. Deadline is this Thursday for the week we want. George is trying to get a break on this price. It was moved that we place the ad at a price up to \$362 and provide for \$10 off new chapter membership with seed sale purchase. Seconded by Henry. There was discussion about various incentive options. Richard suggested adding the words “Protecting Your Local Environment”. Motion passed. Seed sale records have been converted to Access database. Pizza Station will be donating pizzas on the day of the sales. This should be in the next newsletter and a copy of the newsletter should be mailed to them as well. Henry suggested that we put up a sign at the sale to acknowledge this.

**Milne Bequest:** No check received as yet in the office. The first disbursement has been prepared and Richard signed documents accepting this payment on behalf of SMRA. The first check will be for \$45,000. The original estimated total amount was in the range of \$100,000. We do not know what the final amount will be, as yet.

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**Treasurer's Report.** Tom reviewed the revenue and expenses to date. We have received expected amounts of pre-payments for the 2004 seed sale. The update on the audit is that the auditor says the internal review has been done and we should receive a first draft by the end of this week or early next week. Richard noted that we should put the Milne check in a liquid no-risk account until the estate is fully settled. Tom said that the plan is to put it in the money market fund anyway to increase our liquid assets. The Finance Committee will be meeting in November and by then the estate may be fully settled.

**Finance Committee:** Tom gave a report on behalf of Rita in her absence. The third quarter report will come at the November board meeting. SMRA portfolio is at \$804,868 up \$12,800 or up 1.62% from August 31.

**Sanctuary Committee:** Work is underway at Pruyn Sanctuary in both the arboretum and along the trails to spruce it up for the council field trip. Review of Choate tree situation.

**Field Trips & Programs:** Joan discussed the Wolf Conservation Center field trip. The reservation contact has been changed to the office as far as web and poster publicity. Participants should be told to pay the Center directly. We want to promote this as much as possible. Joan Coffey, Judy Epstein, Jo Lunetta and Sophie Keyes will all be working on the Holiday Tea. Sing-a-long finale was suggested by Robert McCrillis. Robert suggested that it also include a visit from the "Red migratory from the north". Henry Seduski asked why we did not charge for the wolf program. Richard suggested that we certainly have a donation box.

**Naturalist's Report:** Anne Swaim invited the Board to observe upcoming school field trips planned for Pinecliff and Pruyn in October. Contact Ellen for upcoming schedules and locations. A bobcat was observed at Pruyn Sanctuary.

**Environmental Action:** Saw Mill River Coalition meeting was attended by Robert McCrillis and Stan Wecker. FCWC, Town of Hastings, Scenic Hudson, Westchester County Planning Dept and many others were at the meeting. David Kvinge from county planning department discussed various watershed management issues.

**Hospitality:** Margo was thanked for her board meeting refreshments tonight and for last month's meeting as well.

**New Business:** Robert reviewed the idea of mission statements for each of our committees. The most important thing is to have a good job description for each of our committees so that a potential new member would know what the committee does. Henry said he thinks one was written for the Audit Committee and Sophie did prepare one for the Newsletter Committee. Richard noted email regarding the Ad Hoc Committee for National-Chapter Relations. A hard copy is expected to follow. Joan suggested that we should eliminate having refreshments at our Board meetings.

Joan moved to adjourn. Passed. Adjourned at 8:55pm.