

**STAR ISLAND CORPORATION
BOARD OF DIRECTORS MEETING**

Tuesday, March 24, 2015

7:00 p.m.

By “Go To Meeting” App and Telephone Conference Call

Members in attendance:

John Bush, Treasurer
Tom Coleman (President, ISAUU)
Erik Cordes
Josh Davis
Nick Dembsey
Debbie Duval (President, SIUCC)
Sharon Kennedy, President
Gary Kunz, Vice President
Karen Mathiasen, Clerk
Russell Peterson
Sally Russell
Jordan Young

Absent:

Suellen Peluso

Others attending the meeting:

Joe Watts, CEO
Dash Davis, Pel Representative

For opening words, Gary Kunz read *Einstein on Time* by Ken Nye:

Someone told me once that
Einstein thought
time is a variable.
That is to say that time is not a constant.
Are you following this?
I think Einstein was right.

When I was a child, a year was a YEAR!
Now a year is a week.
When I was a child, a week was a whole bunch of days
of limitless possibilities,
so numerous that I planned ahead
only as far as the afternoon.
Now a week is a few meetings
interspersed with frenetic activity
that I have apparently convinced myself is important.
Never mind enjoying the moment.
Never mind stopping to smell the roses.

Yesterday, a lifetime was forever,
immeasurable,
like a light year.

But today, swirling in a mix of tomorrows and yesterdays,
a light year is comprehensible,
measurable,
and finite.

But let's not talk cosmic stuff.
Let's not throw in big words to impress.

If Einstein was right,
and I think he was,
where is the throttle?
How do I slow this thing down?

Sharon Kennedy, President, called the meeting to order at 7:07 p.m. The Clerk took the minutes.

Minutes of February 22, 2015, Board Meeting. Approval of the minutes was deferred until the April meeting as the minutes were still undergoing some editing.

Reports

- **CEO Report - Development, Facilities, and Registrations.** Joe gave the report.
 - Development
 - Annual Fund. We are working on our spring Annual Fund appeal, which will focus on our environmental sustainability efforts. The appeal will be sent out next month.
 - Grants. We are seeking Board approval for two grants, one from the New Hampshire Charitable Foundation and the other from the Cogswell Benevolent Trust.
 - Pam Smith's first Fund Development Committee without Joe being present was on February 11. Joe continues to be pleased with Pam. Joe noted that staff is trying out a new format for development reporting, and Board member input is welcome.
 - Green Gosport Initiative. Joe noted that we have quietly raised over \$61K to date in grants and gifts from individuals. Russ reminded us that each Board member has been asked to make a gift to the Green Gosport Initiative, and that we really do expect 100% participation from the Board. To date, several Board members and 100% of the year-round staff have pledged their support of this targeted appeal, which is specifically designed to avoid competing with Annual Fund giving.

- Earth Day Celebration. A new event under the Green Gosport Initiative is a celebration of Earth Day on the evening of April 22 at the Discover Portsmouth Center. To date, we have four sponsors, totaling \$1,600. This event is generating interest with new audiences.
- Facilities. Working within the footprint of the capital budget, we have shifted some things around, most notably increasing the pier project and deferring the Kiddie Barn upgrade. Open Up planning is underway, and a small group will be headed out to the island the week of April 6. Jack Farrell's executive summary explains where things stand with planning for our new, energy efficient wastewater treatment facility. We were fairly lucky this year in the face of terrible weather. In fact, there was less damage this year than in many other years.
- Registration. On March 16, we were at 10,000 bed nights against our budgeted bed night goal of 19,550 (51% of goal). As of today, we are at 11,167 bed nights (57% of goal). We feel comfortable we will be at or ahead of pace by April 15 of this year, which is the date of our first formal bed night report.
- Bank Loans. The bank loan package has been deferred for at least a 90-day period, though the paperwork has been fully reviewed by legal counsel and is ready to go. We used our credit line to pay off the boat loan on March 18.
- Other Items. Insource Services is under contract to provide financial services to Star Island Corporation, essentially serving as our finance department. Insource started today, and will be working with Kristi Vazifdar to facilitate a smooth transition. We are finishing up our Pel hiring, which is going well overall. The Unitarian Universalist Alliance of Camps and Conference Centers (UUACCC), a new alliance that already has ten members including the SIC, is planning to have a shared booth at the General Assembly of the Unitarian Universalist Association. We are also hoping to have a booth at the United Church of Christ's General Synod. We are looking for volunteers for both opportunities. As requested, a memo about our new chair and board and staff liaison selection process was sent to current committee chairs on February 26.
- **Treasurer's Report**. John Bush, Treasurer, gave the report, including going over the financials to date. We are hoping to find parents or grandparents to cover the cost of upgrades to the Kiddie Barn. Our audit firm of Berry Dunn continues to work on our audit. Our Audit Subcommittee will be meeting with them on April 14.
- **Pel Report**. Dash Davis, Pel Rep, gave a brief report. We need to be especially mindful of succession planning for the Pels, who tend to serve for only a year because of school, work, etc. during the off-season.

VOTED: To accept the CEO Report (including the Development, Facilities, and Registration Reports), the Treasurer's Report, and the Pel Report.

Old Business

- **Board Retreat Follow Up.** Ellen Koenig, who met with us in February for the first day of our retreat, left us copies of *Three Modes of Board Function* as well as a summary of our discussions. Sharon and Joe will strive to implement some of the suggestions in future meetings.
- **2015 Board Goals.** Gary announced that there was only one edit to the goals. Upon motion duly made and seconded, no further discussion being necessary, it was unanimously

VOTED: To adopt the 2015 board goals as amended.

- **Annual Meeting Agenda.** Sharon reviewed the agenda with the Board. It was emphasized that Annual Meeting speakers should coordinate with one another so that talks are not overlapping or repetitious. If someone has both a written and an oral report, reports should not cover the same ground. In any case, speakers should not simply read their reports. At this year's Annual Meeting we will have some different breakout sessions from in the past. About 75 minutes into this year's meeting, we will shift our emphasis to breakout sessions. Each Board member should email Sharon and Joe as to his/her preference for a breakout session. Five sessions have been scheduled:

Strategic Planning
Green Gosport Initiative
Centennial
Engagement
Marketing

- **Annual Approval of Policies.** Each year, early in the year, the Board is required to approve the below policies in particular. This year, we conducted an extensive review, including receiving input from several individuals, to whom we are grateful. It was suggested that the policies be combined into three policies by merging Sexual Harassment and Discrimination and Non-Sexual Harassment.
- Upon motion duly made and seconded, following discussion, it was unanimously

VOTED: That having reviewed the below policies, to approve of these policies as of the date of this vote:

Safe Community
Child Abuse
Sexual Harassment & Discrimination

New Business

- **Composition of Executive Committee.** Article VI (Standing Committees) of the SIC bylaws says in relevant part: "The executive committee shall consist of the president, the

vice-president, the treasurer, and the clerk. Whenever the executive committee lacks representation from one of its historical founders whether Unitarian Universalist or United Church of Christ, the board will elect such a person from its members to act as a fifth member of the executive committee.” Upon motion duly made and seconded, following discussion, it was unanimously

VOTED: To appoint Debbie Duval to the Executive Committee.

- **Approval of Grant Applications.** There are two applications requiring Board votes:
 - **New Hampshire Charitable Foundation.** We seek \$25K in order to broaden the outreach of our green initiatives to educators and school groups focused on STEAM (science, technology, engineering, arts and math) education. Jordan asked if this grant would relieve already budgeted expenses, and Joe explained that it would not. Upon motion duly made and seconded, following discussion, it was

VOTED: To authorize the staff, under the direction of Joe Watts, CEO, to submit an application to the New Hampshire Charitable Foundation for a “Pitch Camp” grant of \$25K in order to broaden the outreach for the Green Gosport Initiative.

- **Cogswell Benevolent Trust.** Our request for up to \$36K would be used to supplement the Star Island Resource Recovery Center and promote our overall sustainability efforts. The grant request will specifically be for equipment and construction project expenses. (This grant would offset some of our capital budget.) Upon motion duly made and seconded, following discussion, it was

VOTED: To authorize the staff, under the direction of Joe Watts, CEO, to submit an application to Cogswell Benevolent Trust for a grant of up to \$36K to supplement the Star Island Resource Recovery Center and promote our overall sustainability efforts.

- **Committee on Appointments (CoA) Report.** Debbie gave the report.

Upon motion duly made, no second being needed, following discussion, it was unanimously

VOTED: To accept the following CoA nomination to be voted on by the members:

Nominating Committee

Jill Brody for a first three-year term beginning in 2015, to be voted on by the members at the next Annual Meeting.

VOTED: To accept the following recommendation of the CoA and to appoint:

Finance Committee

Tom Duncan for a first three-year term beginning in 2015 (vote by the Board)

The CoA also wished to inform the Board of the below CEO appointments to operations committees, and to request, for the record, that these appointments be reflected in the Board minutes.

VOTED: To accept the request of the CoA to enter the following CEO appointments in the Board minutes:

Rutledge Marine Lab Committee

Meg Doty for a first three-year term beginning in 2015

Conference Services Committee

Karen Mathiasen for a first three-year term beginning in 2015

- **Outreach & Engagement Committee Liaison Report.** Erik Cordes gave the report. The Committee is considering branding projects and reaching out to other constituencies. They are also looking at conference web sites.

Meeting Reflections. During the Reflections might be a good time to share news of the Star family. People commented that this was a positive and effective meeting.

Executive Session. At approximately 8:30 p.m., the Board voted to go into Executive Session. The purpose of the meeting was to finalize the Bringer of Light Award and (with Joe) to review the CEO evaluation.

The Board meeting was reconvened at 8:50 p.m. for the purpose of adjournment.

The next Board meeting is scheduled for Tuesday evening, April 21, 2015, by conference call.

There being no further business, it was

VOTED: To adjourn the meeting.

The meeting was adjourned at 8:54 p.m.

Respectfully submitted,

Karen Mathiasen, Clerk