

FOSC Board Meeting Minutes January 26, 2015

Board Members Present: Kit Gage, Sarah Jane Marcus, Vanessa Andrews, Jim Anderson, Bruce Sidwell, Mike Smith

Board Members Present via call in: Corinne Stephens

Visitors Present: Michael Wilpers, Andrew Marcus

Board Members Absent: Terry Anderson

Motions passed:

- 1). Amend FOSC by-laws to create Assistant Treasurer position; the Assistant Treasurer will be a member of the board. Unanimous approval.
- 2). Approved Paul Dery as FOSC Treasurer, Dee Clarkin as FOSC Assistant Treasurer. Approve adding Paul Dery, Dee Clarkin and Kit Gage as signators to the bank accounts. Retire Vanessa and Michael Wilpers as signators. Unanimous approval. Unanimous thanks to Vanessa.
- 3). Approved creation of ad-hoc finance and fundraising committee.
- 4). Budget is approved with the following amendment: \$1900 additional to be budgeted for water quality (\$1700 to hire Richard Klein to do Water Watchdog training, \$200 to reimburse committee members for supplies already purchased, from restricted funds); \$495 additional to be budgeted to outreach to allow FOSC to grant 5 scholarships of \$99 each to participate in the 2015 Green Matters Symposium. Send \$495 or whatever's granted below that as a check to Montgomery Parks.

Action items:

- 1). (Kit) Email newly approved Treasurer and Assistant Treasurer to let them know they have been approved, ask for some information from them for newsletter write-up.
- 2). (Kit) Thank Susan Hunt for her efforts writing thank you notes to donors who have given donations of \$250+ to FOSC; give Susan Hunt and Vanessa Andrews FOSC mugs.

3). (Kit, Andrew, Sarah Jane, Michael W.) Meet to discuss synching mail program (Constant Contact and/or MailChimp) with SalesForce database, and determine what tasks remain on Andrew's contract with FOSC and how to get them resolved.

4). (Kit) Rewrite contract position for database manager: start date April 1, 2015, \$40/hour, 1 year contract, familiarity with donor management databases such as Salesforce strongly preferred. Advertise via newsletter and email blast.

5). (Michael W.) ask Clair Garman to update FOSC mission statement on website.

6) Kit solicited suggestions from board for metrics to be applied to the Strategic Plan Draft, and asked if anyone in addition to Mike S. want to attend the personal consult with Mary Ellen Olcese.