

**Friends of Delnor-Wiggins Pass State Park
Board Meeting Minutes – Pavilion DWPSP
March 1, 2021 (unapproved)**

Board members present: Eric Cosentino, Kathy Foster, Heidi Gagnon, Ursula Gibbons, Phil Nye, Larry Beer, and Valerie Thompson. **Absent:** Gabriella Miyamoto. (A quorum was established) **Park staff present:** Park Manager Terrance Torvund

Board President Kathy Foster called the meeting to order at 10 a.m.

President's Report: Kathy welcomed everyone. Terrance, Heidi, Eric, Larry, Kathy and Valerie met with Carol Imbrian Bennett for the CSO Management Review on February 24. The hour-long meeting included a dialog focusing on a list of management questions. The reviews are a regular requirement; ideally occurring every four years. Carol said that our CSO is one of a few that has required paperwork submitted early or on time. Thank you to Larry for taking care of the annual paperwork. All Board members also have their individual paperwork completed. Clarette Frank resigned from the Friends Board effective February 9 due to personal reasons. Kathy will notify the membership about the Board vacancy in an email.

Vice President's Report: Heidi reported on the supply of Adopt-a-Turtle critters. Eighty donations to the Adopt-a-Turtle program were made in February. Heidi is handling the reorders and keeping track of the supply of critters.

Secretary's Report: Upon review of the February 1, 2021 Board Meeting Minutes, Heidi's name was added to attendance list. Eric moved for approval of the amended minutes; Larry seconded. Unanimous approval

Dellora's Garden: Kathy introduced Friends member and Volunteer John Finer. John is working with plantings throughout the park, particularly in Dellora's Garden. He is a Professor at Ohio State University in the area of botany. John provided an update on gardening plantings and the newly installed irrigation system. John has also been working to reestablish the nursery, which is located just east of the CSO Room. Gopher tortoises and raccoons present challenges for establishing plants.

Treasurer's Report: The Profit and Loss YTD Comparison for January 2021 vs. January 2020 showed a decrease in donations for January 2021 (11,302.80) due to fewer individual and business contributions. Another change showed a decrease in income from special events due to the cancellation of the Annual Art Show. Membership revenues were up by \$677.55.

Contributions are being received for the Dave Stewart Buoy Program. The buoys are used to designate swim areas. A total of \$350.00 has been contributed to date. The AmazonSmile income for the last quarterly period totaled \$37.11.

The Audit Committee: Terrance, Heidi, Ursula, and Eric will meet on March 12, 2021. A signed verification letter from the Audit Committee will be retained for our records.

Membership Chair's Report: In Gabriella's absence, Kathy announced that the Friends organization currently has 160 members. Kathy acknowledged Gabriella and the Board thanked her for all of her work in organizing and keeping membership information updated.

Park Manager's Report: Terrance provide the following information and updates:

Administration:

Adopt-a-Nest Program: Terrance presented the draft application for the program. The Park is taking the lead on this project with support from the Friends group. Ursula and Park Administrative Assistant Jenn Marques are working on the application. Board members shared their suggestions for edits. There will be one donation tier. After discussion, a donation amount of \$250.00 was suggested. Larry moved to set the donation amount at \$250.00; Valerie seconded. Approval was unanimous. Ursula shared signage to be used to acknowledge each donor and placed on the "adopted" cage. Cecil's Express Printing will be the vendor for the license plate style signage. Kathy requested a list of project responsibilities and names of those who will be involved. Terrance will work with Ranger Matt and other Park staff to put a list together.

A "Sea Turtle Nest" information page listing "Dos and Don't" should be developed to accompany the "Adopt-a- Nest" certificate given to the donors.

Park Needs: Terrance shared a detailed list of needs that will be submitted to the District Office.

Grant submission to the Friends of Florida State Parks Foundation: Eric and Terrance will work on a grant proposal.

Visitors Services: The CAT Beach Bus is running. Additional promotion of this "shuttle" service should increase usage. Visitor count was up in February:

2020= 52,820 2021= 64,000 visitor. On February 28, the visitor count was 4,000.

Resource management: Raccoon removal is being funded by the District Office.

New Business:

Fundraising: The State Park Office provided stand-up paddleboards to selected State Parks throughout the state for fundraising efforts. The method of raising funds is left to the individual CSO groups working within state guidelines and must be completed by December 31, 2021. The discussion was tabled until the April Board meeting.

Amazon Wish list. The Board thanked Ursula for her work setting up the donation program. The program has worked well; the Park has received "wish list" donated items.

Old Business:

Status of past Friends of Florida State Park Foundation grants was questioned. Those grant application originally submitted in 2018 or 2019 included a Boardwalk and a kiosk,

Upcoming Dates:

March 8, 2021 10:00 a.m. Membership Meeting on Zoom

April 5, 2021 10:00 a.m. Board Meeting in Park Pavilion

Meeting Adjourned at 11:35 a.m. Heidi moved for adjournment; Phil seconded.

Respectfully submitted by
Valerie Thompson
Secretary

Approved: