

**Board of Director's Meeting for Supporters of Del-Nor Wiggins Park, Inc.**  
**Minutes of Meeting held on March 13, 2006 at 12:00 noon**

The meeting was called to order by Lois Cantwell at 12 Noon after a refreshment break following the regular membership meeting held at 10:30 AM.

Dick Liden presented the topic of converting our savings account to CD's to maximize interest earning potential. He had several ideas for this and offered to meet with a bank representative at Wachovia where our accounts reside. He will bring details to us at our next meeting.

Dick also presented the 2005 Financial Audit Report and submitted a letter for the record which outlined his general findings. He offered perspectives on our past accounting practices, need for better documentation, utilization of a computer program to capture monthly data from the treasurer's report to show performance, and to establish a more formal procedure for adoption by the board subsequent to completing the 2005 financials. These he is putting into a Quick Books Program which will enable us to more easily generate our annual Financial Statement which goes to the DEP in June.

Lois announced that the 2005 Annual Report, which goes to the Department of State has been completed and is ready to turn in. It is normally due by the first of May. This was handed off to Carol Imbriani, our District 4 Administration CSO Coordinator who was visiting us for this meeting.

Next, the Board Financial Policy was offered for review and update and Lois asked for a subcommittee to undertake this task. Dick Liden, VP and Olga Williams, Treasurer volunteered to work on this document. Dick offered to incorporate his previously mentioned recommendations into the policy and then meet for further revisions.

Lois distributed copies of the 2004 Financial Statement for all board members to have for review so that they could appreciate the complexities of the report and see how our financial report will fold into the reporting format required by the DEP. This report is due in June and we now feel confident in getting this out in a much more expeditious manner than the previous year.

Lois announced that there will be a new Statewide CSO Ambassador, Elsa Kimbell, who will be formally introduced in May. Concurrent to this our PPDS (Carol Imbriani) will be assembling a contact list of CSO members and their skills. We might consider this a "heads up" and begin preliminary work on this list from our membership roster. This new ambassador will be the liaison that enhances the community of Florida Park Service Citizen Support Organizations and accomplishes that by connecting talents and resources found throughout the CSO membership. In other words promoting a resource network.

Lastly, the CSO Monitoring Program was introduced to the board members by Lois and Carol. This a management checklist, previously known as the "assessment". Our first assessment took place in June of 2005. It has been revised and some of the questions

have changed. Due to time constraints it was decided that Lois, Bob and Carol would review this document after a short break. Meeting was adjourned at 1:10 PM

Present: Lois Cantwell, Pres.  
Dick Liden, VP  
Olga Williams, Treasurer  
Phil Nye, Director  
Kay Peley, Director

Robert Steiger, PM  
Joan Erb, Membership  
William Paul, Director  
Pauline Cataldo, Director  
Carol Imbriani, PPDS

Absent: Joe Gagnier, Secretary