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**www.sandycreeknaturecenterinc.org**

*Sandy Creek Nature Center, Inc., a private, non-profit organization, partners with Athens-Clarke County to support, promote and protect the environmental education and preservation efforts of Sandy Creek Nature Center.*

**Board of Directors Meeting Minutes Date – October 4, 2022**

**Location:** Sandy Creek Nature Center

**Start:** 5:30 pm **End:** 7:30 pm

**Motion to Adjourn:** Katherine Edison **Second:** Gwen Lott **Majority Vote:** Yes

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| **Board Members Present –**Emily Carr, Katherine Edison, Peter Hawman, Rachael Hawthorn, Edith Hollander, Alison Huff, Gwen Lott, Katy Manley, Mary Lou Neuhauser, Halley Page, Eugenia Thompson, Bob Thomson  **Also present** - Randy Smith, SCNC Facilities Supervisor and Emily Bailey, Operations Coordinator  **Absent** – Lindsey Adams, Gary Crider, Claude Gonzalez, Tammy Kemper, Mark Ralston |
| **Approval of Minutes:**  - The September minutes were approved. |
| **President’s Report**  - Katie Eckardt’s mother passed away. Board members signed a card for her.  - Tammy’s brother was in an accident; he is doing better and Tammy hopes to be back with us soon.  - Estimates have been received for the trailhead project and will be shared with the Executive Committee and brought back to the full Board.  - Progress is occurring with the outside restroom. Measurements were taken and materials ordered.  - Rhonda’s bench has been installed on the Greenway trail.  - Some items remain from the Silent Auction and were available for purchase at tonight’s meeting.  -Scary Oozy Slimy Day is this Friday 6-8 pm. SCNC staff could use volunteer help.  -Members are reminded to log their volunteer hours and to separate general volunteer hours from specific event hours.  -SCNCINC members will participate in a table event at B&B Theater on 10/9/22.  -Katy, Katherine, and Emily C have been attending Ready, Set, Go meetings through the Athens Area Community Foundation. Focus is on good governance, Board member orientation and addressing the question, “what need in the community do we solve?” One takeaway has been that we may need to change Board meetings to be more strategic, fun and oriented to problem solving.  - Recap of PIE DAY and SILENT AUCTION: Consensus was that the event went well, especially setup and the Silent Auction. The SOP should be updated to provide greater clarity. It was noted that there was a lot of down time for members working in the pie room, and some members missed out on the Annual Meeting and the band. A suggestion - more personalized thank you notes for Auction donors. The Silent Auction raised about $3,000. |
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| **Committee Reports** |
| **Executive Committee –** No report tonight**.**  **Treasurer’s Report**  - The Profit & Loss Budget vs Actual report and Balance Sheet were reviewed.  - A question was asked about where “other” donations come from. (This seems primarily to be a category that captures donations that do not fit into any other category.) |
| **50th Anniversary Ad Hoc Committee**  - Dates are set for all events; small groups are busy planning, especially for events occurring in January-March.  -Ellen Walker will design a logo for the 50th Anniversary.  -$50,000 fundraising appeal – we need to reach out to major donors.  - Frog Family reunion – this special event will be for past workers and volunteers.  - The Board will donate 50 science and nature books to the ACC Library.  - SCNCINC is working with Athentic Brewing, who will create a special beer/can for our Anniversary.  - Additional helpers are needed for the Founders Event. |
| **Finance Committee**  - Alison is getting the TD Ameritrade authorized signers document updated, and has sent one page to Tammy to sign as the corporate secretary.  - Rachel is contacting three local firms to interview for managing the endowment, with hope of making a final recommendation by end of the year. |
| **Fund Raising Committee**  -Edith reported on the upcoming Jack-O’-Lantern Jog and the Birdseed sale. Signup sheets for both events are available, and members are asked to indicate their availability.  -Next areas of focus – Day of Giving and Corporate partnerships.  - Gift Shop (current inventory $11,213.79) |
| **Governance Committee**  - Nominations are sought for the remaining open Board position. Bob has a contact who may be interested. Applications must be submitted online. Members are encouraged to really explain the job to prospects. |
| **Marketing & Membership Committee**  -Current focus is on the Giving Tuesday campaign. |
| **Operation Coordinator’s Report** – Emily Bailey |
| **Gift Shop:**  Current Inventory: $11,213.79  Total sales - September: $825.18  Cost of goods sold - September: $394.55  Total Profit- September: $430.63    **Memberships:** **TOTAL= 269**  Individual: 40, Family: 166, Contributing: 40, Sustaining: 10, Patron: 5, Sponsor: 4, Lifetime: 4  Completed Projects: Weekly gift shop reconciliation, Annual meeting prep, JOL Jog prep, Birdseed sale prep, Info sent to accountant for tax filing; GA Power gift request  Projects in Progress: Restock gift shop, Process and reconcile credit cards, Prepare deposits & take to bank, Process memberships in Little Green Light, Sent new & renewal membership packets, Donation thank yous, Update QuickBooks to reconcile accounts |
| **Facility Supervisor’s Report** – Randy Smith |
| -Neighboring property – the deadline to resubmit the rezone request was last week, and it was not submitted.  -Trail relocations are continuing.  -Four kiosks are coming soon – to be placed in various locations.  -The Nature Center is interviewing for a part time Program Assistant.  -Wes recently attended a Reptile Symposium.  -The Nature Center hosted a Rivers Alive cleanup this past Saturday, with 200+ volunteers participating.  -Michael Thurmond has agreed to participate in 50th anniversary celebration. |

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| **Upcoming Meetings** | **Date** |
| Executive Committee - Tuesday (11a) | Oct 25 |
| Board of Directors – Tuesday (5:30p) | Nov 1 |

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| **Important Upcoming Dates** | **Date** |
| Bird Seed Sale pickup | Oct 28 & 29 |
| Giving Tuesday | Nov 29 |
| Read TD Ameritrade Statement | Jul 2, 2023 |
| Partnership Agreement renews | Mar 26, 2026 |
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| **Action Steps** |
| **Playscape Upkeep Sign Up:** (sign up for 3 to 4 times per year)  <https://docs.google.com/spreadsheets/d/1S7AIa2OkBoEDU_S8sNQ_9Cv6Y_gsErQPdXLYt21mIyk/edit#gid=0>  **Enter Volunteer Hours Monthly and Events Sign Up:**  <https://docs.google.com/spreadsheets/d/1wH8L18RKkBkDIht0Cp3StmGm2R5xCgz2Tx4EMPkL5pk/edit#gid=640572208> |