**STAR ISLAND CORPORATION**

**Board of Directors**

**MEETING MINUTES**

January 23, 2018 at 7:00 pm

Go To Meeting Conference Call

Members in Attendance:

Lisa Braiterman

Tom Coleman

Erik Cordes

Nick Dempsey

Roger Kellman

Gary Kunz (President of the Board)

Chris Palazzolo (SIUCC President)

Suellen Peluso

Nathan Soule (ISAUU President)

Celeste Magliocchetti (Pel Liaison)

Mary Trudeau (Clerk)

Louise Williams

Other:

Joe Watts, CEO; Jeff Loewer (incoming Board Treasurer)

Absent: John Bush (Treasurer); Debbie Duval

**Check In**:

The Board joyfully sang a rousing chorus of “Happy Birthday” to Erik Cordes. In sadder news, the Board noted the loss of longtime Pelican Harrison Durant on December 8, 2017. Harrison was most recently a kitchen supervisor, and was noted as being a kind and gentle man, as well as a respected member of the Pel community. Celeste noted that a small service had been held by the Pel community in Portsmouth, and that the gathering, which included Harrison’s family, allowed the community come and grieve together. Joe noted that the family is also planning a memorial service on island, this summer.

**Call to Order**:

Gary Kunz, President, called the meeting to order at 7:15 am.

**Opening Words:**

Chris Palazzolo read two short poems written by Celia Thaxter. The readings reminded the Board of the inevitability of summer and our return to the island.

**Executive Session**:

Based on a motion duly made and seconded, the Board voted to enter executive session to discuss executive compensation; employee disclosure forms; the Bringer of Light Award; transportation contracts; as well as an issue concerning Appledore Island. Joe Watts was invited into the executive session.

Celeste Magliocchetti left the virtual meeting room for this portion of the meeting. Suellen Peluso attended much of the session, recusing herself at 7:49 pm for the portions of the discussions concerning Appledore.

At 7:52 pm, the Board returned to regular session. Celeste Magliocchetti and Suellen Peluso returned to the virtual meeting room as the regular session meeting resumed.

**Review and Approval of Minutes of November 18, 2017 Minutes:**

Based on a motion duly made and seconded, the Board

**VOTED** to approve the November 18, 2018 meeting minutes, as amended to include Louise Williams as present for the meeting.

The vote was unanimous to approve the Minutes as amended.

**REPORTS:**

**CEO Report:**

Joe Watts updated his written report with the news that the conference catalogue was in the mail!

Joe noted that Celeste’s report would address a recent meeting of the Pel representatives with SIC management, held via Go To Meeting, on January 22, 2018. Joe reported that from the staff perspective, the meeting discourse was helpful and beneficial to the ongoing discussions on Pel compensation, working conditions, and safety concerns.

Joe reported that he met with Chief Walsh, of the Rye Police Department, to discuss alcohol use on Star Island. Noting that Chief Walsh never waivered from his position that Star should be a dry island, Joe believes that Chief Walsh cares about Star Island, and is concerned with negative impacts associated with alcohol use on the island, and in society in general. Joe noted that Chief Walsh believes that there is the potential for negative consequences if we continue to permit alcohol use on island, including the potential for our emergency evacuation service being cancelled; significant insurance liability issues; and crime. Joe reported that he has conferred with our insurance agent, who noted that the chief’s characterization of our insurance liability is incorrect. Joe also noted that he will be meeting with the US Coast Guard, in the future, to discuss the chief’s characterization of the risk to our emergency evacuation service being cancelled.

In response to questions from the Board, Joe reported that the staff continues to review and discuss alcohol use on the island. Rowe Camp is now a “dry camp”. Joe also noted that the chief is not singling out Star, Chief Walsh no long signs of on one day liquor licenses for the Seacoast Science Center. Chief Walsh is responsible for the issuance of event liquor licenses but is not the issuing authority for full licenses.

Joe noted that while the chiefs opinions about Star becoming a dry island are important, and have served as a catalyst to address these issues head on, a multi layered approach with broad participation provides SIC an opportunity to improve.

**Pel Liaison Report:**

Celeste reported that the loss of Harrison Durant has been difficult for the community to process. She believes that the small gathering held in Portsmouth was empowering and allowed members of the community to grieve with each other and Harrison’s parents.

Celeste noted that the January 22, 2018 conference call between the Pelicans and management had between 25 and 28 participants and that she felt the meeting was well received. The technology supporting the meeting worked well, and Celeste believes that the open communication will create a better informed staff for the Summer of 2018 season

**Treasurer’s Report**:

Joe Watts and Gary Kunz presented the Treasurer’s report in John’s absence and had few comments on the financials. Roger Kellman asked for a short breakdown in the differences observed in the capital budget between projected and budgeted funds. Joe offered to go into each project, but noted that this might be too much in the weeds for this meeting. In the operating budget, the discrepanices between projected and budget are largely the result of increased food expense, as well as a few other factors. . Joe commented that the unaudited December/Year End financials will be available soon.

**2017 Conference Season:**

Joe reported that the numbers for the 2017 conference season were largely as predicted. Bed nights were at 99% of the goal, 20,250 of the 20,350 bed night goal. Despite falling just short of the bed night goal, the number represented our highest enrollment total in recent years. Joe noted that over the past seven years, we have experienced bed night growth of approximately 14% (2,449 bed nights).

Upon a motion duly made and seconded, the Board

**VOTED** to approve the CEO, Treasurer’s and Pel Reports.

**Action Items:**

**Grant Applications**:

**Seacoast Women’s Giving Circle**:

Joe Watts requested the Board’s approval of an application for a grant award of 30K dollars from the Seacoast Women’s Giving Circle. The award will be used to further the Green Gosport Initiative.

Upon a motion duly made and seconded, the Board

**VOTED** to approve the submission of a grant application of 30K dollars to the Seacoast Women’s Giving Circle.

**Shelter Rock Grant Opportunity:**

Joe Watts reported that the Shelter Rock Unitarian Universalist church has chosen to solicit grants from UUCamps and Conference Centers for this year’s round of funding. Joe noted that the funding consists of 100K dollars, and that the formal RFP has not been issued. It is unclear whether the invitation will be issued to the consortium of camps and conference centers, or whether the opportunity will be offered to individual operators. Joe noted that if the opportunity is offered to the Unitarian Universalist Alliance of Camps and Conference Centers, the funding will likely be distributed according to “size”. As Star Island represents one of the larger entities, it is expected that a fair amount of the grant (estimated at 15K) could be awarded to the SIC.

Joe asked that the Board consider this opportunity, and allow staff to continue to pursue this line of funding. Joe noted that he and Peter Squireexpects to play a strong role in the pursuit of the grant funding for an alliance award.

**Committee on Appointments Report**:

Tom Coleman presented the report from the Committee on Appointments. The CoA recommends the following appointments by the Board:

Fund Development Committee: Caroline Stewart for a second three year term, beginning in 2018.

Based on a Motion duly made and Seconded, the Board

**VOTED** to approve the nomination of Caroline Stewart for a second three year term, to begin in 2018.

**Special Nominating Committee:**

Suellen Peluso reminded the Board that the Special Nominating Committee requires the appointment of a Board Member. The Committee consists of the SIUCC representative to the Board; the ISAUU representative to the Board; the Board Clerk; and the Board Treasurer, plus a Board representative. Roger Kellman agreed to take on the appointment. Louise Williams offered to take on the responsibility in a future year.

Based on a motion duly made and seconded, the Board

VOTED to appoint Roger Kellman as the Board’s liaison to the Special Nominating Committee

**2018 Budget Presentation**:

Joe Watts began the discussion of the 2018 Budget with the news that the while the Annual Fund exceeded the 2017 goal, we are keeping the goal at 505K for 2018. Joe noted that there remains uncertainty with the financial markets, and that the goal is realistic for a variety of economic scenarios.

Joe reviewed various aspects of the 2018 Budget, including Pel Compensation; Shack Renovations; Bathroom updates; Summer Boat Service; additional staffing and modifications to existing positions; End of Season and Open Up incentives. Additionally, Joe discussed the proposed addition of a staff position for a “Capital Project Specialist”, a position similar to that of the assistant Facilities Manager. Joe noted that this position would be paid out of capitol budgetmonies, and would be focused on the various capitol work projects proposed for the upcoming season. Joe reported that John Bush, who could not be present at the meeting, said it was a wonderful budget, and that the Finance Committee unanimously recommended approval by the Board.

The Board briefly discussed Pel compensation, noting that wage increases average 3.5%, and amenities and quality of life improvements are included in the budget.

Based on a motion duly made and seconded, the Board

**VOTED** To approve the 2018 Budget as proposed.

The vote was unanimous.

**Annual Policy Review**:

**Board Conflict of Interest Forms:**

Gary requested that Board members complete and return the Conflict of Interest forms.

**Safe Community Policy:**

Joe reported that a review of the Safe Community Policies is ongoing.

**DISCUSSION ITEMS**

**Reports for Annual Meeting**:

Joe noted that reports from the various committees are being prepared, and several were attached to the meeting packet. Louise noted that several of the reports were brief, and perhaps too succinct. Joe asked that any comments on the reports be sent to him by February 1, 2018

**March Board Retreat Weekend:**

The annual winter Board Retreat is scheduled for the weekend of March 2 and 3, 2018. There will be a Friday meeting, and a retreat to focus on Board goals on Saturday. There are no meetings on Sunday.

**Meeting Reflections:**

Jeff Loewer thanked the Board for including him in this meeting, noting that his first impressions are positive! The Board noted that the Go To Meeting technology functioned better than usual, and there was little distortion in the call.

Upon a motion duly made and seconded, the Board

**VOTED** To adjourn the meeting at 9:08 pm.

Submitted by:

Mary Trudeau, Clerk