

**STAR ISLAND CORPORATION**  
**Board of Directors**

**MEETING MINUTES**

June 12, 2018 at 7 pm  
Via Zoom Cloud Meeting App.

Members in Attendance:

Erik Cordes  
Nick Dembsey – Vice President  
Leon Dunkley  
Debbie Duval  
Roger Kellman  
Gary Kunz (President)  
Jeff Loewer (Treasurer)  
Chris Palazzolo (SIUCC President)  
Suellen Peluso  
Nathan Soule (ISA-UU President)  
Mary Trudeau (Clerk)  
Louise Williams

Absent: Tom Coleman  
Suellen Peluso

Other: Joe Watts (CEO)  
Celeste Magliocchetti (Pel Liaison)

**Call to Order:**

Gary Kunz called the meeting to order at approximately 7:05 pm.

**Opening Words:**

Nathan Soule read an excerpt from a children's book, titled: Three Questions. The tale is derived from a Leo Tolstoy story. In the story, Nikolai has three questions: When is the best time to do things? Who is the most important one? What is the right thing to do? Nathan related the stories answers: the most important time is NOW; the most important person is the one you are with; and the most important thing is to do good.

**Check In:**

Erik Cordes reported the birth of a daughter, Dorothy, born three weeks ago.

Debbie Duval announced her graduation from the Andover Newton Theological school, noting that she will be starting a chaplaincy in the fall.

Roger Kellman noted that his mother in law is struggling with health issues, and that his wife is providing her care as she transitions through the aging process.

Joe Watts reported that his Little League season concluded this evening.

Jeff Loewer reported that with the graduation of his youngest child, Julia, he and Jill are now officially “empty nesters”. Chris Palozzolo reported that both Skylar and Sam are in residence at her house, and that she and Mary are no longer empty nesters.

Leon Dunklee noted that he is on the call from Star Island!

**Executive Session:**

Based on a motion duly made and seconded, the Board voted to enter executive session (at 7:10 pm) to approve the Executive Session minutes from the March 3 and May 6, 2018 meetings; to discuss real estate issues on Appledore Island; and to review pending litigation.

Joe Watts was invited into the executive session, and Mary Trudeau left the call/virtual meeting room for the portion of the discussion concerning Appledore Island.

At 7:20 pm, the Board returned to regular session.

**Review and Approval of Minutes of May 6, 2018 Meeting:**

Based on a motion duly made and seconded, the Board

**VOTED** to approve the April 10, 2018 meeting minutes, as amended

The vote was unanimous to approve the Minutes as amended.

**REPORTS:**

**CEO Report:**

Joe Watts noted that a Donor’s Bill of Rights has been included in the Board packets this month, and he suggested that Board members take the time to read it carefully.

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Joe reported that new Pels are on island, and that Celeste Magliocchetti is sheparding the new hires through training and orientation. Joe noted that representatives from the Beloved Community project are on island, and working with the Pel community this week.

Erik Cordes asked Joe to report on the work done to the hotel “tower”. Joe reported that the structural improvements to the tower required reducing the size of the Lobby Store, and creation of new access to the store through a doorway in the Snack Bar area. Joe noted that the aesthetic of the store front has been largely preserved.

**Treasurer’s Report:**

Jeff Loewer reported that the June 6, 2018 meeting of the Finance Committee was productive. He has reviewed the charter for the Finance Committee, and is working to develop annual goals for the group. Jeff noted that this is the time of year when spending starts to ramp up for the season. Jeff mentioned that the Profit and Loss Statement is now known as the “Activities Statement”.

Jeff responded to questions concerning the Capitol Budget, noting that while we have dipped into the contingency funds this spring, we still have contingency funds available. He noted that there was intentional use of contingency funds to finance additional work in the Lobby Store and alcove work areas, and that the new flooring in Lawrence also required use of the contingency funds.

**Pel Liaison Report:**

Celeste reported that the arrival of new Pels on Star Island has made for a very busy past 24 hours! She noted that training week has begun, and that programming has begun to assist the Pels in community building. Celeste described a supportive system of “pods” created to help bring new Pels into the community. She noted that tonight is “Trivia” night on the island for the Pel Community. Celeste noted that she is working with other Pels to develop creative ideas on how to spend time together. Gosport School will resume; the Pel Gardens are being worked; and there is a continued emphasis on developing a healthy Pel lifestyle.

Celeste noted that Pel elections would be held soon, and that she was unsure about her candidacy for the Pel Liaison position. She noted that she was grateful for the opportunity and experience she has gained as liaison to the Board, and noted that she had learned to love advocating through the role. Gary thanked her for her service, and urged Celeste to consider running again for the position.

Upon a motion duly made and seconded, the Board

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

**Action Items:**

There were no action items brought to the Board at this meeting.

## **Discussion Items:**

### **Financial Grants Program Updates:**

Debbie Duval reviewed the work done, to date, to award financial grants to interested conferees for the 2018 conference season. Interestingly, she noted that the SIC has received more requests for aid than the individual conferences. This has caused the Committee to reach out to various conferences to work together to expand the reach of the monies. It was noted that Star Gathering and LOAS conferences, in particular, have worked with the committee to improve funding. Debbie Duval noted that approximately 75% percent of each “ask” is awarded through the combined efforts of the conference and SIC funds.

Debbie noted that the committee is looking at ways to streamline the application process. She mentioned that it is helpful for conferees to understand the award system (and the amounts likely to be given) prior to registering for their conference. Debbie stated that the registration fee outlay, in conjunction with the mandated room deposits, can be daunting to shoalers with financial constraints.

### **2018 Board Goals:**

Erik Cordes reported on his committees work on Environmental Objectives related to the Strategic Plan. The following summary reflects the thoughts, to date, on developing tactics:

1. Appledore Stewardship should become less reactionary, and more proactive. Work should include development of a sustainable conservation plan.
2. Implement the most efficient waste water treatment plant.
3. Work towards improving our food planning through the lens of the Green Gosport Initiative.
4. Develop a Master Plan.

Nick Dembsey presented the work of the Stewardship committee. Stewardship Objectives, developed by his committee, to date, include:

1. Participation in the Master Planning process;
2. Development of better informational resources for the Board.

Nick noted that the Board should join the NH Center for Non Profits, and use their resources to assist in the master planning process. He noted that “better informational resources” could include changes to the web site; implementation of a “dashboard” or changes in the way we collect information.

Debbie Duval presented the work of the Community group. Community Objectives identified by the group include:

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1. Supporting the Beloved Community Project;
2. Keep up the work of the Pel Compensation group, updating the report to match changes in local market competition;
3. Continue to grow our outreach beyond the Sea Coast region, using strategies such as the Sea Star Program and other educational initiatives.

Chris Palazzolo reported for the Economic Objectives team. She noted that their objectives include:

1. Review of the LIFT document, and work to improve its functionality;
2. Consider sources of new revenue;
3. Review fees and revenue opportunities;
4. Strive to maintain affordability;
5. Development of a Housing Masterplan, including consideration of new housing construction.
6. Consider expansion of Development staff.

Gary noted that Master Planning was high on most reports, and that we should continue to circulate information between ourselves as we work on developing action plans.

**Perseverance Status:**

Joe noted that the Perseverance, a boat owned by the SIC, is currently owned outright by the Corporation, and has been in dry dock for several years. He noted that while the boat is ready for launching, he does not anticipate the need to use the boat with our current marine services contract. Joe reported that there is a case to be made for selling the Perseverance while the market is strong, and while a sale could be made on our terms. The boat has been appraised, and selling it could be financially advantageous for the Corporation. Upon questions from the Board, Joe agreed to research the carrying costs for keeping the Perseverance in dry dock.

It was the consensus of the Board that the decisions on the status of the Perseverance were tactical, and within the domain of the staff.

**Relationship Between Our Giving and Hiring Practices:**

Gary asked the Board to consider whether a discussion on the relationship between giving and hiring practices would be welcomed at the August board retreat. It was the consensus of the Board that hiring practices are the responsibility of the staff, and that this should not be discussed at the summer retreat.

**Summer On Island Board Retreat:**

Gary asked for suggestions for the August Board meeting agenda. The Board asked that a tour of Appledore be scheduled for interested directors. Gary agreed to circulate additional topics for consideration.

**Regulatory Statutory Compliance Policy:**

Gary noted that the current Regulatory Compliance policy was written after the 2007 closure of the island, and that it requires review and updating.

**Risk Management Committee:**

Gary noted that development or creation of a Risk Management Committee could be considered by the Board.

**Audit Committee :**

Gary asked the Board members to consider the need for an Audit Committee. This committee would be charged with coordinating with the SIC auditors, and would likely only be active in the months immediately preceding the preparation of the annual audit.

**Recording Minutes:**

Gary continued last month's discussion concerning the recording meetings, noting that the Zoom application allows for this to be done very easily. Joe Watts, after consulting with counsel, reported that if meetings are taped, the recordings are considered "draft" minutes until the written minutes have been formulated. Recordings are available to the SIC membership only until written minutes have been drafted. The Board agreed to continue this discussion at another time.

**Reflections:**

Due to the time, the reflections on the meeting were brief. It was agreed that extending the meeting past the 9:00 pm deadline allowed for the completion of the agenda, despite the late hour.

Upon a motion duly made and seconded, the Board

**VOTED** To adjourn the meeting at 9:05 pm.

Submitted by:

Mary Trudeau, Clerk