

STAR ISLAND CORPORATION
Board of Directors

MEETING MINUTES

Tuesday July 26, 2016
Video and Conference Call

Members in Attendance:

Lisa Braiterman
John Bush, Treasurer (arrived at 7:56)
Erik Cordes
Josh Davis
Debbie Duval (President of SIUCC)
Roger Kellman
Gary Kunz, President
Suellen Peluso
Hannah Swomley, Pel Liaison (arrived at 7:30)
Mary Trudeau, Clerk
Louise Williams (arrived at 8:00)

Absent:

Tom Coleman (President of ISAUU)
Nick Dembsey
Jordan Young

Other:

Joe Watts, CEO

Opening Words: Roger Kellman read from a Celia Thaxter poem, titled On the Beach. Noting that the end of the poem was rather dark, he read only an excerpt:

The slow, cool emerald breakers cruising clear
Along the sparkling edge of level sand,
Shatters its crystal arch, and far and near
Its broken splendor spills upon the land.
With rush and whisper, siren sweet and soft
Gently salutes the children of the earth,
And catches every sunbeam from aloft,
Flashes it back in summer mood of mirth:
And with its flood of strong refreshment pours
Health and delight along the sounding shores.

Amid its frolic foam and scattered spray
Tossed lightly like some dreaming lion's mane,
The tired dwellers of the city play.
Forgetful for a while of care and pain

Announcements: Gary Kunz noted that Jordan Youngs father had passed away this week, and that Jordan would not be on the meeting call this evening. He also noted that Tom and Tricia Coleman were celebrating their wedding anniversary today, and Tom had wisely chosen to spend the evening with Tricia rather than attend the meeting. Suellen noted that while she and Lisa Braiterman were attending the call from Star Island, Nick Dembsey was unable to attend the International Affairs conference this week, and was sorely missed. Suellen noted that Nick was attending to family health concerns.

Check In: Debbie Duval spoke of the recent Centennial celebrations on the Island, noting that Tom Coleman, Pam Smith and Kyle Belmont did an amazing job coordinating a lovely event. Joe thanked Debbie for a spectacular chapel service put together by Debbie and Chris Wille XXX. In a brief sharing of life events between the Board, members shared their experiences on Star Island this summer, generally celebrating the time with family and friends.

Call to Order: Gary Kunz, President, called the meeting to order at 7:12 pm.

Upon a motion duly made and seconded, the Board

VOTED: to enter Executive Session for the purpose of reviewing the Executive Session minutes of June 25, 2016 and to discuss ongoing discussions with the Trust for Public Lands concerning the stewardship of Appledore Island.

The Board returned to the regular Meeting at 7:30 pm. Hannah Swomley entered the virtual meeting at this time, as well.

REPORTS :

CEO Report (including Development and Marketing; Facilities; and Registration Reports)

Joe began his reports with the **Development Report**, noting that he will be asking for the Boards approval to seek an “operating grant” from the New Hampshire Charitable Foundation later in the meeting. He noted that the grants are for amounts up to 25K dollars, over a 1,2 or 3 year period, and are geared towards implementation of a Strategic Plan. Joe noted that our recent work to update the Strategic Plan places us in a strong position with the grant application process.

The Annual Fund is going well, the trend of greater numbers of donors appears to be continuing, and the Fund is generally ahead of past years tallies at this point in the season. Grants continue to be awarded, with 27K (a combined total of two grants) was received this month for the Fund for the Oceanic.

Joe reported that the 300K dollar gift made by Lois Williams was formally announced at the All Star I conference, marking 40 years of the Williams family’s attendance at the conference. Joe noted that the Williams family is a multi generational shoaler group, led by their matriarch, Lois Williams and that this gift mirrors Lois’s passion for history and education.

In another exciting development, it appears that Cynthia Swain, a former shoaler, has left a gift of approximately 200K dollars to the Permanent Trust. This is a significant legacy, and will benefit the island for years to come.

Joe reported that the Permanent Trust Committee met on island for the first time in many years. He also noted that the pre application for the wastewater treatment plant loan was submitted in early July, and that staff is working with several conferences to plan for 2017 marketing efforts.

Facilities

Joe prefaced his remarks with notes that work on capital projects continues, and that while the budget appears to have been overspent, he is confident that the overages will be absorbed by the successes expected on the operating side of the budget. Joe noted that overages were relatively minimal and occurred in response to unanticipated conditions or decisions to improve the work program.

Joe noted that with the gift from Lois Williams, and in particular, having received over 100K dollars of this gift in hand this month, the Vaughan project may move forward in the fall of 2016. These unexpected monies will allow the island to fund this project earlier than anticipated in the capital planning.

Louisa's Barn, another capital project with gift financing, may or may not be done this year. With approximately 50 percent of the required funds committed by gifts and bequests, the remaining funds are outstanding. Joe noted that it is important to the Development planning that funds for this project are raised without impacting the Annual Fund.

Registration: Registration numbers continue on an upward trajectory, and we are on track to exceed the 2016 goal of 19,650 bednights. With 96% of the goal met, we are comfortable that barring stormy weather, we will end the registration season on a high note. Joe reminded the Board that the Long Range Integrated Financial Plan will be presented to the Board in August, and this plan incorporates our progress towards meeting registration goals.

Treasurers Report: As John Bush had not, yet, entered the meeting, Joe presented the Treasurers report this month. He noted that despite the overages in capital spending discussed earlier in the meeting, the outlook for the overall budget this summer remains positive. The debt ratio remains stable, and the staff has begun paying back the line of credit this month. This is good news as repayment, in past years, did not typically begin before August.

Upon questions from the Board concerning the capital budget overages, Joe noted that there was an unexpected overage of 13K in pier reconstruction costs. He reminded the Board that this is balanced by a 25K dollar grant received to be applied towards the work. The electrical service upgrades to Vaughan Cottage were unanticipated, but the upside is that the improvements provide better electrical service to the remainder of the stone village buildings. Joe summed up his discussion by reminding the Board that despite having to pay the overages now, the operating budget is expected to have more funds than anticipated earlier in the planning process.

John Bush joined the meeting at 7:56 pm.

Debbie Duval asked about plans to raise the remainder of the funds necessary for the proposed improvements to Louisa's Barn. Joe estimated that, including improvements to Star Loft, the Barn renovations are expected to cost approximately 120K dollars. The fundraising to date for this work has raised approximately half of the costs, or 60K dollars. Joe noted that decisions may need to be made to phase the work, and that any additional fund raising cannot impact the annual fund. Joe noted that he would prefer not to stage a capital campaign for the Barn project this year.

Pel Report: Hannah Swomley reported from the Pel community, noting that the past two weeks have seen some illness within the community. This is particularly difficult as this portion of the summer is busy, and short handed crews exacerbate mid season stresses. Hannah noted that there have been some switches within crews, and that these changes impact multiple crews and require additional training. Hannah also noted the success of the "100 job list" which lists "15 minute jobs" available to Pels for pay. While some of these jobs seem small, the overall effect of the completion of these tasks is shown in the appearance of the Island. She also noted the improvement in bathroom cleanliness with the new policy of paying for cleaning community spaces. Overall, she believes the Pel's are happy and healthy and that the season is a positive one.

Suellen noted that during her conference, an unexpected storm on Saturday evening required replacing wet mattresses and bedding, and that much of this work was done prior to the conferees noticing the issues! Joe seconded the praise of the crew, noting that he has never received as many compliments as he has this season. Hannah noted that some of the community work, such as the Check-In meetings, have been helpful in keeping morale high and performance higher.

On behalf of the Board, Gary asked that Hannah express our thanks to the Pel crew for their recent work in response to the storm last weekend, and to thank them for all that they do to make sure Star Island remains a respite

Louise Williams joined the meeting at 8:00 pm from Papua, New Guinea!

Upon a motion duly made and seconded, the Board unanimously

VOTED To approve the CEO Reports (including Development; Facilities; and Registration) the Treasurers report and the Pel Report for the July 26, 2016 meeting.

Shorter Term Business:

Board Goal Check-In: Gary discussed the progress made to date on the Board goals. Substantial progress has been made on the 2020 Strategic Plan, and discussions continue on the

stewardship options for Appledore. Work to complete the actionable waste water treatment plan is ongoing, and financing is being considered and acted upon. The Board agreed that progress has been made in several areas, but noted little progress has been made on creating a “dashboard”, Gary asked Board members to think about what indices should be included in a “dashboard”. It was noted that a “dashboard” should not create more work for staff, and should be an efficient way of organizing information for the Board’s use..

Grant Approval:

Joe requested permission from the Board to apply for an “Operating Grant” from the New Hampshire Charitable Foundation. The grant is designed to help fund implementation costs associated with an organizational Strategic Plan. The Board discussed the potential uses for such a grant, noting that educational outreach and curriculum development would further the goals of the strategic plan and would provide opportunities for the use of the grant monies. Joe specified that the funds cannot be used for facilities, or maintenance, but must further the goals of the Strategic Plan. While the grant can be for up to 25K, to be spent over a 1, 2 or 3 year period, Joe felt that the staff would likely apply for a 20K dollar grant to be spent over perhaps a two year period.

Joe reminded the Board that the receipt of the Grant is dependent on an approved Strategic Plan. He noted that while we have made good progress on the Plan, it must be approved prior to the award.

Upon a motion duly made and seconded, the Board

VOTED To authorize staff to apply for an operating grant from the New Hampshire Charitable Foundation for the express purposes of implementing the Star Island Corporation Strategic Plan, with the amount of the grant not to exceed 25K to be used over a period not to exceed three years in duration.

August Retreat: Gary asked Board members to send him suggestions for agenda items and discussion topics. He noted that the weekend begins on Saturday morning (with an optional trip to Appledore) and continues through Sunday, ending Monday at noon. Joe noted that staff will be in touch with logistical details.

Longer Term Business

Property Standards Committee Liaison Report: Jordan Young was not in the meeting to present his liaison report. However, Roger Kellman noted that he will no longer be the chair of this committee and that a new chair is needed. He noted that he has spoken with Jean Stefanik, and that she is willing to assume the role.

Board Liaison Update: Gary noted that he is stepping off as liaison, and that Tom Coleman will replace him on the Membership Committee.

2016-2017 Master Board Meeting Calendar: Gary noted that the October meeting will no longer be “in person”, and will be a video/phone meeting. The November meeting will be held in Portsmouth, and will complement the “Starry Night” development event. The December meeting is no longer “a potential meeting date” but will be scheduled as a standing meeting.

The Board discussed the date of the 2017 Annual Meeting, noting that staff should proceed with planning for the May 6, 2017 date.

The June meeting will be held on island in 2017, and has been scheduled to avoid conflict with General Assembly and UCC annual conference dates.

Strategic Plan Update: The Board briefly discussed the progress made to date on the Strategic Plan, noting that the subcommittee has done a large amount of work in compiling comments from various interested parties. It was agreed that comments on the working draft can be submitted to the subcommittee by August 8.

Reflections: The Board agreed that the July meeting is useful, particularly as it allows for some flexibility in the August retreat. Gary noted that he is considering holding the August meeting on Sunday morning of the retreat weekend, to allow for expanded retreat opportunities.

Upon a motion duly made and seconded, the Board

VOTED To adjourn the meeting at 8:47 pm.

Submitted by:

Mary Trudeau, Clerk