

**Regular Session Board Meeting Minutes for October 5, 2021**

**STAR ISLAND CORPORATION**

**Regular Session of the Board of Directors**

**MEETING MINUTES**

October 5, 2021 at 7:08 p.m. EST via ZOOM

Members in Attendance

Kyle Belmont

Patricia Coleman (President, ISA UU)

Debbie Duval, President

Elizabeth Erickson

Lucia Green-Weiskel

Jeff Loewer, Treasurer

Keri Mattaliano (President, SIUCC)

Topher Soltys

Arlyn Weeks, Clerk

Louise Williams

Members Absent

Leon Dunkley

Tom Kennedy

Other

Sabine Michaud, Pelican Liaison

Joe Watts, CEO

Note: All Board votes are unanimous unless otherwise noted.

**Opening Words** were offered by Keri Mattaliano.

Debbie Duval called the meeting to order at approximately 7:11 p.m.

Upon a motion duly made and seconded, the Board

VOTED at 7:12 p.m. to enter into executive session to approve the minutes of the August 30, 2021 executive session, to hear updates from the CEO, and to approve the CEO contract.

The Board returned from the executive session at 7:25 p.m.

### **Minutes of August 30, 2021 Meeting**

Upon a motion duly made and seconded, the Board

VOTED to approve the minutes of the August 30, 2021 meeting.

### **CEO Report and Beloved Community Project Update**

Joe Watts reported that the Annual Fund is doing well as of the end of September. Gifts are about \$476,000, pledges are about \$32,000, for a total of about \$508,000 from 948 donors. This compares to about \$351,000 in gifts, and about \$46,000 in pledges, for a total of about \$396,000 from 977 donors at this point in 2019. AllStar 1 contributions have edged closer to past levels. Peter Squires will be reaching out to Board members for help in soliciting larger gifts and/or thanking donors in the remaining months of this year.

Joe and the Board recognized with appreciation the statement of the Pelican Racial Equity Subcommittee.

Island evaluations from the conferences will be available at the Board's November meeting.

The Beloved Community Task Force reconvened recently. They are considering creation of a new staff position to support the Project, implementing the Resource Guide, creation of a new Island song, and financial accessibility and registration.

### **Treasurer's Report**

Jeff Loewer directed the Board's attention to the July financials included in the meeting packet. Two months of financials will be available at the Board's November meeting. We are doing well in comparison with the budget. We received an unexpected donation of a boat valued at almost \$140,000, which increases net income and makes it appear that our bottom line is better than it is – even though, without this, we are still ahead of budget. Room and board income may be slightly under budget for the year. Capital spending is right on track.

### **Pel Liaison Report**

Sabine Michaud reported that approximately 17 people are on-Island engaged in the third week of close-up. They have moved into the Units and shut down the water. The picnic tables have been put away and all laundry finished. They are using social media to stay connected with Pelicans who have left. Things are going well.

Upon a motion duly made and seconded, the Board

VOTED to accept the reports of the CEO, Treasurer, and Pel Liaison.

### **Committee on Appointments Report**

Lucia Green-Weiskel reported that Chloe Schoppmeyer will be starting slightly in advance of her 2022 official starting date and that Carla Cole will continue to chair her committee as an exception to the 6-year term limit because she began by serving out an unexpired term of another member.

Upon a motion duly made and seconded, the Board

VOTED to approve the appointment of Crista Woolley to the Membership Committee for a 3-year term starting in 2022, the continued service of Dick Case as advisor to the Strategic Facilities Planning Committee for 2021/2022, and the appointments of Janet Cann and Roger Kellman to second 3-year terms on the Committee on Appointments beginning in 2022, with Roger Kellman to serve as Chair of the Committee beginning in 2022.

### **Election of Vice President of the Corporation**

Debbie Duval nominated Jeff Loewer to be Acting Vice President, noting that Jeff would be a good teammate and effective leader. He will continue to serve as Treasurer until the next Annual Meeting and could only serve as vice president in an acting capacity until then, as the By-Laws require that the vice president be one of the nine directors serving three-year terms. Jeff noted that Hope Coolidge has been very helpful in his work as treasurer. He does not expect any difficulties to arise as he performs both roles but will reach out for help if needed.

After discussion, and upon a motion duly made and seconded, the Board

VOTED to elect Jeff Loewer as Acting Vice President of the Corporation

### **Filling Board of Directors Vacancy**

After discussion with the chair of the Nominating Committee, Debbie Duval proposed April Rosario to fill the vacancy on the Board created by the resignation of Tom Coleman. She would serve until the next Annual Meeting, when the Nominating Committee may choose to nominate her for regular membership on the Board. April leads the Beloved Community Project and recently joined the Outreach and Engagement Committee, and a number of Board members commented that she would be a wonderful addition.

After discussion, and upon a motion duly made and seconded, the Board

VOTED to elect April Rosario to fill the vacancy on the Board until the next Annual Meeting, in accordance with Article III, Section 5 of the By-Laws.

### **Board Liaison Appointments**

Lucia Green-Weiskel is the liaison to the Committee on Appointments. Louise Williams will serve as the liaison to the Strategic Facilities Planning Committee.

### **Financial Grants Committee Appointment**

Keri Mattaliano will replace Debbie Duval on the Financial Grants Committee.

### **Annual Committee Charge Review Reminder**

Debbie Duval reminded committee liaisons to encourage their committees to review their formal charges and to consider the Strategic Plan in this regard.

## **Nominating Committee Charge**

The Board discussed possible changes to Nominating Committee procedures and interpretation of applicable By-Laws and concluded that the Committee's charge should continue unchanged as approved in 2015.

## **Long-range Integrated Financial Tool (LIFT)**

This planning tool includes an updated 5-year financial plan. It does not include a 2022 room and board income increase, and it does not include inflation. The next step in our financial planning process is to draft a 2022 budget. The LIFT now has a better bottom line than was shown in August. It assumes 90% of 2019 bed nights in 2022 and a return to pre-pandemic levels in 2023. It anticipates an increase in the lowest Pelican wage to \$10 an hour over two years. The model only adds back 7 Pelican positions to this year's level and assumes that some 2021 operational changes will continue. It was noted that implementing these operational changes on a more permanent basis might meet with a mixed reception for our constituents, and communication will be very important. We did not use the Board-designated reserve fund in 2021 and LIFT rebuilds this fund at \$25,000 per year starting next year. Our cash position at that end of 2022 will be where we want it to be but will not have room for any major problems.

## **2022 Budget Update**

The staff will present a draft budget at the November meeting, and it is expected that a final budget proposal will be approved at the January meeting. Next year's budget is expected to be an austerity budget, though a responsible one. Any change in the room and board rate should be approved before January 1. Any questions or suggestions concerning the budget should be submitted to the staff by the end of next week.

## **Marine Services**

Joe Watts reported that the current agreement with Jack Farrell runs through January 30, 2022 and he intends to enter into another one-year agreement with Jack, who also serves as a consultant for capital projects.

## **2021 Financial Grants Report**

With a budget of \$38,750 for the 2021 conference season, the Committee granted 92 applications in the total amount of \$19,885. It originally awarded about \$28,000, but not all of these funds were used. Conferences stepped up their own financial aid programs. SIUCC covered 100% of its applications.

## **2021 Discount Report**

Joe Watts reported that fewer discounts were offered than had been anticipated. \$17,000 was used this year from a budget of \$48,000. There was a specific program for the Building Bridges conference, which had been established prior to the pandemic. A more robust discount program is expected to be included in the 2022 budget.

## **Board Liaison Reports**

Reports from the liaisons to the Health Committee and the Island Heritage & Artifacts Committee were deferred due to the late hour.

Liz Erickson reported that the Conference Services Committee last met in February and has been working on the best ways to work within COVID guidelines and assessing which adaptations worked and would be good to keep. She reported that the Permanent Trust was valued at \$5.4 million on October 4, a record high. The trustees will meet on October 7. New donations for the first half of 2021 were \$211,000, which is close to the amount of the disbursement to the SIC for 2021. Liz noted that it was remarkable that no extraordinary disbursement or loan requests were made at any point during the pandemic. The Trust is in good shape.

### **Board Self-Evaluation**

Debbie Duval asked Jeff Loewer to lead a small work group to look at options for this, which include using the same form as we used last year, some new forms from NonprofitNext, or the online portal recently recommended by Mary Ellen Jackson. Topher and Tricia agreed to work on this issue with Jeff and Debbie.

Upon a motion duly made and seconded, the Board

VOTED to adjourn the meeting at 8:58 p.m.

Submitted by

Arlyn Weeks, Clerk