

# SPLKA Board of Directors Meeting Minutes

August 22, 2015

## 1. Call to Order/Establish a Quorum

Meeting was called to order at 0928 with the following members present:

Board: Bob, Lenore, Sue Ann, Doug, and John (Absent: Sheila, Roger)

Staff : Pete, Shirley, Matt, Jim

## 2. Pledge of Allegiance was recited

## 3. Approval of Minutes: One change to July minutes was noted:

Page 4; 4th line Sue Ann's name was misspelled and corrected (Sue Ann Schnitker)

Minutes were approved as amended.

## 4. Audience Comments/Correspondence:

Lenore read Shirley Mitchell's letter of resignation. Shirley clarified that she will remain on staff through the end of 2015 and help train and transition the new bookkeeper.

Board members expressed their deep appreciation for all of Shirley's work supporting SPLKA for over 15 years.

## 5. Committee Work: Committees were dismissed for 30 minutes to discuss their business. No further reports were submitted.

## 6. Reports:

\* Executive Director - see attached report

Highlights:

\*SPLKA had a very good July and August (visitors/revenue)

\*Night at the Lights was a real success; averaged 100/night

\*Fruitland Township Supervisor is very happy with activities at WRLS

\*The dulcimer concert was very well received and attended (over 20 musicians participated)

\*Jeffers Foundation visit scheduled for 14 September

\*Pete continues to establish with local organizations emphasizing SPLKA's vision and purpose.

Pete expressed his appreciation for a wonderful staff..they had a great season!

Discussion: SPLKA has been working contractually with the Heritage Foundation and a discussion took place concerning future "potential" contracts i.e. HSR for Big Sable. It was resolved that any future contracts be fully discussed by the Board and all Board policies pertaining to contracts be carefully followed.

\* Treasurer - see attached report

Highlights:

\* Total overall tours were down slightly (LNB) however, overall revenue from tours was higher. Discussion: perhaps weather played a significant role especially at LNB. June and early July were very windy.

\* 201 Memorial Walkway planks have been sold and are in place. We have materials to accommodate approximately 250 planks.

\* Officers - none submitted

7. Old Business: None

8. New Business:

a. Approved the recommendation to purchase and place a sump pump in the basement at WRLS. Fruitland Township to share the expenses of this project. (Doug; Seconded: Bob)

b. Approved the recommendation to purchase new rain gutters and leaf guards at the LSP Residence. (John; Seconded: Bob)

c. Recommended three Board members to be presented to the General Membership (for final vote and confirmation) at our Annual Meeting to replace 2015 outgoing members. Four names were received. Board was polled via paper ballot and the following received the majority of votes: Roger Pashby, Kurt Lindquist, and Kim McDaniel.

9. Discussion Topics:

a. Fund Raising - getting community involved

Discussion: Fundraising requires a sharp focus by the Board and Executive Director. Sue Ann expressed the view that the Board should be more engaged in the "busy work" thus allowing our Director to continue researching potential funding sources, grants and appropriate Foundations.

b. Vision statement on strategic plan brochure:

Discussion: Pictures on the brochure should be revised. Picture of White River Light Station will be included on the cover.

c. Annual meeting expectations for Board members:

Discussion: Board members will be seated at different tables and serve as hosts (at the tables) A timeline will be placed on the wall indicating a start date for SPLKA and continuing to present time. As members arrive, they will be asked to place their names at the appropriate place indicating when they became members.

d. Announcements:

\* Lenore will not be at the October meeting; Sue Ann (VP) will coordinate with Pete on agenda and conduct the meeting.

\* The October meeting will be held at the Whitehall Public Library in Whitehall, Michigan. Time remains unchanged.

\* The November meeting will be hosted by Sue Ann and Gary at the Cartier Mansion.

Respectfully submitted,

Bob Baltzer (For Sheila)