

To be approved at 4/27/2019 April Board Meeting

MINUTES FROM THE SPLKA BOARD MEETING- NOV 17, 2018.

I-Call to Order, established a quorum-Pres. Bob Baltzer

STAFF- EXEC. DIR.- PETER MANTING

BOOKKEEPER- CAROL COOPER

OPS/GIFT SHOP MGR.- RACHEL BENDELE

RESTORATION/MAINTENANCE MGR- JIM HARDIE

(absent members- Cherie, Matt)

BOARD MEMBERS- PRES.- BOB BALTZER

V PRES- LENORE JANMAN

TREASURER- TED ROBINSON

SECRETARY- ROGER PASHBY

MEMBER- KIM McDANIEL

MEMBER- BILL McBETH

MEMBER- AL COCCONI (VIDEO)

MEMBER-CARL WIEGAND (ABSENT)

II- PLEDGE OF ALLEGIANCE – BOB BALTZER

III- PUBLIC COMMENT OR COMMUNICATIONS- NONE

IV- MINUTES OF SEPTEMBER 15TH, 2018

Minutes approved as published with one correction, a typo of spelling on page 2- “T” in word two.

V- TREASURERS REPORT- TED ROBINSON.

No issues with the treasurer’s report, accepted as published.

Comments- There have been several Percentage changes since the Annual meeting, in income and financials. Grant revenue is up 31%, Contributions are up 31%, Tower tours are down 6% from last year, same as two years ago. We had the Lighthouse Celebration last year, which may have brought more visitors to our lights. Trex Boards are up in sales. Community Foundation account is down 11K, Ted will investigate it. Al asked if we are using an Investment Advisor to help plan our financials. Answer was not

currently. Dues are up 47%, a good sign. Sales overall are down 3% for the season, it was a hot summer and sweatshirts were not a hot item. Rachel has installed a sales reporting program that reports monthly sales and will aid in tracking our sales and income. This will open in 2019 season. A question was raised concerning the “Over / under “category- what is it, what does it show? Answer is that it shows how reported sales compare to receipts taken in each day. Also shown was the fact we did not receive as many “grant requests” as we anticipated when setting up our budget in 2017.

VI- STAFF REPORTS-

EXECUTIVE DIRECTOR- Peter’s report was in our packet. Added items to the report include a grant from MLAP was filed on Nov. 15 for a Historic Structures Report for Big Sable. New group of interested philanthropists from Whitehall, which involves a women’s group. The Oceana County women’s group has been very beneficial to programs in Oceana Co.

WRLS- Matt’s report is in the packet.

Matt also reported that a gift of \$1200 has been contributed to us. Fetch Brewing is again co-sponsoring the Beer Fest at WRLS in 2019.

OPS/GIFT SHOP- Rachel’s report is in the packet.

It was commented that Rachel turned in a very thorough report for the year of operations.

A new and better video is being prepared for orientation in April

Changes will be made for displays at LSP for sale of items.

Online sales are being studied, nothing yet to present.

We had a safe season at all the lights, no major reportable injuries.

RESTORATION/MAINT- JIM HARDIE. Report is in the packet.

New door refinisher set up to complete the balance of doors. (BSP)

Port Holes are almost finished-

VII-OFFICERS REPORTS-

PRESIDENT- BOB. There was a handout given to us to study from the work day several meetings ago that Lenore facilitated. It includes what is expected of Board members, respecting each other and our opinions, respecting the membership, and supporting the staff.

A handout was given explaining the expectations of the President.

A handout was given out explaining the expectations of the Executive Dir.

BOARD EVALUATIONS- Bob B.

Bob went over the critiques with the Board, explaining how some areas we are weak in, and some we are strong in. Our goal should be to improve all areas, working hard on our weak areas, and be prepared this Spring to share our findings and successes. Success means we are ALL on the same page of music.

Bob explained how the salary review was studied and what it compared to in the market-place around us.

VICE-PRES- LENORE J. NO REPORT

SECRETARY- ROGER P. NO REPORT

TREASURER REPORT-TED R. REFER TO TREAS. REPORT PREVIOUSLY GIVEN.

ANNUAL MEETING SURVEY- BILL McBETH

We reviewed the Annual meeting last meeting, but some discussion was brought up at this meeting. Suggestion that we approach vendors to help underwrite our dinner and have contribution envelopes available at the tables for guests to give towards the lights.

The discussion of silent auctions was held, with comments that reflect they are a lot of work with little reward. The last silent auction we had was at the Golf Course restaurant south of LSP. It brought in less than \$3K. A committee was set up by the board to plan and produce the annual meeting in September 2019. Members are Bill, Bob, Roger, and Peter.

VIII- NEW BUSINESS-

PRIORITIZE ACTIVITIES- LENORE (work shop)

We worked on a list of priorities we established earlier this season as a board. By prioritizing the items, we have a better idea of what to work on in 2019- the must do list! The report will be published by Cherie and distributed later. This will help all of us in planning where to make the best investments for the future of our lights. Items that are being looked at include a new roof at WRLS, furniture for LSP housing, cladding of the tower at BSP, and many other items.

POLICY UPDATES-

UPDATE EMPLOYEE COMP. POLICY-308/501-Lenore/Bill, PASSED

BUDGET OF 2019- Ted/ Lenore PASSED

BEER EVENT AT WRLS-2019- Kim/Bob PASSED

APPROVE FURNITURE FOR LSP, LNBL Quarters- Lenore/Kim PASSED

NEW ROOF AT WRLS- (20K) our cost, 10K Fruitland- Lenore/Bob PASSED

IX-DISCUSSION ITEMS-

RESOLVE TO MAKE BOILER REPAIRS AT BSP @ COST OF \$ 1694.25. Lenore/Bob PASSED

RESOLVE TO ACCEPT MEETING DATES FOR 2019- Lenore/Bill PASSED

4/27, 5/18, 6/15, 8/17, 9/14, 11/16

REPORT ON PROPERTY PURCHAS- A rate for Commercial Appraisals is \$1200 or more, no comments from Spectrum, motion made to table this.

ELECTION OF OFFICERS- Next year's officers will be:

Pres.-Bob Baltzer, V-Pres.-Al Cocconi, Treas.-Ted Robinson, Secy.-Roger Pashby.

PERSONNEL COMM. REPORT-

Review of Executive Director as completed by the Board members. Overall rating by the Board is Satisfactory. (note-two categories, satisfactory vs unsatisfactory).

BOARD SELF EVALUATION COMPLETED-

SALARIES FOR ALL STAFF MEMBERS APPROVED

4 INTERNS WILL BE WORKING NEXT SEASON, ONE WITH JIM H.

X- ACTION ITEMS- ANNUAL MEETING, AGENDAS PREPARED FOR MEETINGS A WEEK IN ADVANCE.

XI-MEETING ADJOURNED-13:45

RECORDED AND PREPARED BY SECRETARY-

ROGER PASHBY

