

DRAFT
Wood-Pawcatuck Watershed Association
Board of Trustees Meeting
July 21, 2016

Attending: A. Bryson, H. Drew, B. Rashleigh, W. Galloway, D. Walsh, P. August, T. Ferrio, A. Desbonnet

Not Present: K. Coulter, J. MacAndrew

1. Call to Order 6:33 PM

2. Approval of June 16 Minutes

T. Ferrio asked that the minutes be amended to state that he moved to Charlestown 8 years ago. D. Walsh moved to accept the minutes as so amended, T. Ferrio seconded, and the minutes were approved unanimously.

3. Business Meeting

a) Executive Committee/Officer Slate

A. Desbonnet asked the board to assist in improving its practice for choosing officers by preparing for a new slate of officers in advance of the expiration of the current term.

A. Desbonnet informed the board that former trustee J. McKenzie was interested in returning to the board. He had solicited input from the executive committee before the meeting and asked for input from the other trustees. There was a discussion of nonprofit budgeting practices and J. McKenzie's previously expressed concerns about it. A. Desbonnet indicated that the organization will attempt to be more structured in the future about anticipating shortfalls. He stressed that we need a qualified treasurer, and that P. August has been serving in an interim capacity. T. Ferrio noted that he could be treasurer but would need a couple of months to get up to speed. J. McKenzie could take over immediately and train him. D. Walsh moved to appoint T. Ferrio as treasurer. As there were no seconds, the motion died.

H. Drew then moved to nominate J. McKenzie as a trustee. B. Rashleigh seconded, and the motion was approved unanimously. P. August then moved that the executive committee confer with J. McKenzie about her readiness to be treasurer and determine whether to appoint her before the next meeting. W. Galloway seconded the motion. The motion was defeated, 5 votes to 3.

A. Desbonnet asked the trustees to consider whom to nominate as secretary to succeed A. Bryson, as she has informed him she wished to resign the position some time prior to the next annual meeting.

b) Rhode Island Foundation Proposal

There was discussion concerning the proposal that had been drafted for submission to the RI Foundation by July 29. D. Walsh pointed out that the 2013 strategic plan contains many elements of what the proposal seeks to do. She also questioned whether we would want to know who the project managers will be, and whether we should postpone the seeking of a grant to hire a consultant until we had moved further with our own efforts on fund development. It was noted that the deliverables set forth in the scope of work submitted by the consultant did not match those in the grant application. This will be revised to reflect the consultant scope. After further discussion, the Board agreed to submit the proposal as revised on July 29.

c) Budget Review—2d Quarter/YTD

P. August presented the current financial situation (PDF version is posted in Board website in the July 2016 Meeting Resources directory). The budget is in deficit by \$27,000. The trustees must decide whether to raise money, cut expenses, or a combination of two. C. Fox informed us that a cut of that magnitude would reduce personnel by one to one and a half staff members. This is not a viable option because it would then be impossible to meet federal deadlines to which we are already committed. It will be necessary to raise funds. W. Galloway reported on a meeting of Fund Development Committee. The committee seeks to operationalize an earlier plan to meet with members who have been around for a long time. They will first meet with the Woods to approve a script, and ask them for support, and for connections to other family foundations that might be prospects. The committee put together a list of people 250 or more who are long-term givers and asked all trustees whether they had personal knowledge of any of them. Very few were known other than those who are board members. C. Fox will prepare a script for approaching members for additional funding.

A. Desbonnet asked the trustees to provide ideas for targeted fundraising. C. Fox reported that membership dues to date are running at 77 percent of the goal. The budget YTD figures decreased expected revenue to be conservative. C. Fox noted that we do have assets in investment accounts which are governed by a prudent spending rule previously approved by the trustees.

4. Set date and topic for August meeting.

The next meeting will be held on August 18, 2016. Items on the agenda will include: review of the budget; selecting a new treasurer; progress in fund development; brainstorming ideas for fundraising. D. Walsh suggested that each trustee bring 10 names for new members to the next meeting.

5. Adjournment

The meeting was adjourned at 8:15 pm.