

Friends of Casco Bay – Board Meeting Minutes
Tuesday, March 17, 2020
Virtual Online Meeting via Google Hangouts Meet

Board: Malcolm Poole, President, Steve Bushey, Dave Kaufman, Pat Ianni, Peter LeBourdais, Sandy Marsters, Althea Bennett McGirr, Seb Milardo, Tollef Olsen, Derek Pelletier, Joan Benoit Samuelson, Ann Thayer, Lori Thayer, and Jack Thomas

Mark Green and Bud Higgins: possibly present by phone

Staff: Sara Biron, Mary Cerullo, Mike Doan, Will Everitt, Ivy Frignoca, Sarah Lyman, and Cathy Ramsdell

Welcome –*Malcolm Poole, President*

Malcolm thanked everyone for attending this virtual meeting amid the ongoing crisis of the expanding COVID-19 outbreak.

Malcolm read a letter of appreciation for Mary Cerullo's nearly 22 years of service.

A Minute for the Bay (minute for actions to mitigate global warming)

Steve shared waterfront photos on Water Reporter on the day the high tide measured 11.4 feet recently.

Executive Director Update —*Cathy Ramsdell, Executive Director*

Cathy thanked everyone for attending this meeting in this topsy-turvy time. Staff began working from home after this past Monday, 3/16.

She reported that our priorities first and foremost are personal health and public health. She congratulated the staff's responsiveness to changing the way they work. She has established a daily morning check-in in call with Staff, and Staff will go into the building on an as-needed basis to perform key tasks. Expectations are for 3 – 4 hours/day for core and urgent matters, to maintain operations, continue to move forward on some projects, keep up with email and online meetings, etc. Cathy will receive all the mail redirected to her home, process and make deposits, and keep the separation of handling funds. Jeff Fetterer, Office Manager, will enter funds and bills received into bookkeeping and Sara Biron will enter fundraising information periodically.

Our calendars have been cleared of everyone else's events, many of which are being replaced with online meetings. We are canceling our 30th anniversary event in person and will likely hold a virtual event instead. We will get our deposit back from Ocean Gateway. The caterer will hold our deposit, which can be used toward an event at a future date (in the meantime, we hope they do not go out of business taking our deposit with them!).

Cathy commented on the novel corona virus situation, expects numbers to rise dramatically, shared concerns that our families will be affected. Our work will go on, as we implement a new operating plan and budget, and our continuous Monitoring Station will let us know what is going on in the Bay. Derek asked how long this work format may continue. Cathy opined perhaps 2 months, possibly into the summer; we may know more over the next couple of weeks, and should plan frequent review of the situation by staff and Board.

Board Consent Package (minutes and financials) – *Malcolm*

Action Item: Unanimously approved to accept the February minutes and the financials.

Resolution re change in banking and credit relations

At the request of our banks, resolution for consideration at the March 17, 2020, meeting of the Board:

“Let the minutes of the meeting of the Board of Directors of Friends of Casco Bay on March 17, 2020, reflect our vote in the affirmative to remove immediately, because of her imminent retirement, Mary Cerullo’s name as a signatory from all of Friends of Casco Bay’s external banking and credit accounts, including checking accounts, savings accounts, line of credit, and credit card account, including and not limited to Key Bank, People’s Heritage Bank, TD Bank. The signatories on our accounts will include Cathy Ramsdell and Robert Michael Doan, and where a third party is needed, Sarah Lyman.”

Action Item: Unanimously approved to accept the resolution as written.

Resolution re permission to proceed with office space negotiations

Cathy explained that the resolution will allow Jeff and Malcolm to continue to negotiate, proceeding with caution. Any proposed agreement will be brought to the Board for approval.

Malcolm said the potential landlord understands we have a budget that we will not exceed.

Resolution for consideration at the March 17, 2020, meeting of the Board:

“Let the minutes of the meeting of the Board of Directors of Friends of Casco Bay on March 17, 2020, reflect our vote in the affirmative to authorize the Executive Director, Office Manager, and Board President to proceed with securing the terms of leasing new office space for Friends of Casco Bay.”

Action Item: Unanimously approved to accept the resolution as written.

FY21 Operating Plan and Budget: Action Item: Approved

Board members who attended the workshop on March 9 were very receptive to Cathy’s presentation and explanation of the budget and proposed operating plan. Cathy cautioned that this is going to be a challenging year as we will be watching finances like as hawk as we move into this new fiscal year. We will have to take this step by step and continue fundraising sensibly and sensitively. Cathy will watch carefully and provide monthly updates to the Board, as always.

There was discussion about a mid-year revision to the budget, with agreement to hold the plan and budget in place and monitor the variances.

At the end of the workshop Malcolm had taken a straw poll, resulting in a recommendation by those present that we move the budget and plan to the Board for acceptance.

Action Item: Unanimously approved to accept the FY21 operating plan and budget as presented.

Baykeeper Update— Ivy Frignoca, Casco Baykeeper

Ivy explained that several presentations she was planning to give this spring are being switched to webinars and Zoom meetings. The proposals that the Coastal and Marine Working Group are working on to eventually put forward to the Maine Climate Council will have positive implications Casco Bay. She has urged the governor’s staff to delay the process by six months to allow more time for public comments from lobstermen and fishermen.

Community Engagement Committee—Sandy Marsters, Committee Chair

Sandy reported on the CEC meeting on March 2.

Discussion of events:

The Eco-Celebration on February 9 would not be useful for us to do again because the audience was really families with small children.

Green Neighbor Family Fest, Saturday, April 25, status uncertain, we will keep you posted

Status of IDEXX event on June 3 is not known.

TD Bank event is cancelled.

Casco Bay Fund fundraising is at 77% of our goal, after recent meetings with prospective donors.

Cathy and Will met with a couple near Willard Beach, who have promised to contribute.

They had a phone meeting with Dan Brazeau, our former Board President, who made a significant pledge to the campaign.

Another donor who runs Running Tide and has a family foundation gave to the campaign.

Roger Woodman, former Board member, has given the gift of paying for 12 new cages of science that will be designed specifically as housing for Continuous Monitoring equipment. He and Mike have met with a trap designer to construct the new cage designed by Mike.

It has been really heartening to meet with those who are able will want to help the campaign in some way, despite the challenging economy.

Wrap up

Stay tuned for updates about plans to revise our 30th event.

Malcolm noted the testimonials in the Board package and the insurances in effect for the Staff.

Cathy made a special note to thank Sarah Lyman for researching and managing the technology to make the meeting happen.

The meeting adjourned at 6:30 pm.