

Lake Park Friends Board Meeting Minutes

Tuesday, September 22, 2009 • 7:00 p.m. • Location: **Marcia Coles Community Room**

Excused: Karen Fox, Phil Schultz

Not Present: Virginia Schwartz

Present: Ann Wollmer, Sarah Zimmerman, Steve Duback, Gerry Broderick, Anne Booth, Steve Morse, BG Hook, Susanna Mortara, Brian DesPlaines, Dave O'Brien, Tom Cheney, Mary Ritchie, Brian Hansen, Jim Cope, Dennis Buettner

1. Tom Cheney called the meeting to order at 7:07 p.m.
2. BG Hook made a motion to approve the July minutes, Sarah Zimmerman seconded and the motion passed.
3. Government report – Gerry Broderick said that the Parks, Energy & Environment Committee approved the go ahead of the performance structure in Lake Park. Thirty-four park employees will be let go in County Executive Walker's proposed budget. The county will try to work with the resources it has, though all revenues are down. The North Lion bridge should be finished shortly, and the County is looking for funding for the South Lion bridge. Because of federal stimulus money, the capital budget is in good shape. The sales tax for parks, transit, and culture approved by the voters has not yet come to fruition. The County wants to begin talks with Joe Bartolotta regarding extending the lease. Gerry wants to renegotiate the lease to lift the 100 feet from building limitation to allow for more leeway in funding projects in Lake Park.
4. Bylaws revisions – Sarah Zimmerman said the bylaw amendments were discussed at the last meeting and recirculated more than a week before this meeting. Tom opened the floor for discussion. Steve Morse proposed additional amendments, including a requirement that the committee members must be LPF members and a requirement that the president must have served a term on the board before becoming president. Sarah said we should propose those two amendments at a later time. Steve Duback made a motion to accept the proposed amendments, Anne Booth seconded, and the motion passed with the votes of all thirteen directors present.
5. Treasurer's report – Brian DesPlaines supplied financial statements for the meeting and reported that we are ending our fiscal year in great shape. Spent less on the Waterfall than we thought by this time, but that money will continue to be spent. Chris Buell and Brian met regarding the budget. Sarah Slaughter and Steve Duback will serve on the finance committee. Brian will be looking for input from committee chairs as they prepare the budget for next year. Budget will be ready by the October meeting. Brian spoke on behalf of Chris Buell. She has a new accountant for audit purposes. She has discovered that in an organization of our size, most are using a compilation, which involves less scrutiny of the info that we submit and looks less at transaction-by-transaction detail. The cost estimate for a compilation is \$700. Our last audit was \$1200. In the past, the reason we sought an audit was that we had one person doing the bookkeeping and transactions. Now, those duties are split up. Brian will check any IRS or state audit requirements, as well as our funder's requirements. Also, Chris wants us to change our chart of accounts. The biggest change is there would be one account for checking, and one for money market, with less detail so that it matches up better with our reporting requirements on our 990 tax form. However, the Board would continue to receive the same level of financial detail that it has typically received. Steve Morse wanted to know about maintenance money for benches. Sarah Zimmerman said that the \$3200 covers the cost of the bench and that there is residual built in for maintenance, which is permanently restricted to use for benches at the time of

donation. Dave O'Brien made a motion to update our chart of accounts to match with the 990, Sarah Zimmerman seconded and the motion passed.

6. Administrator's Report –Ann Wollmer gave a membership report. There are 420 memberships currently, including 20 new ones since July. The Eco Walk event was held Sunday, September 13. About 61 people registered to participate. The weather was great, and volunteers were highly appreciated. A small profit was made. It seems there is enthusiasm for a second Eco Walk next year.
7. Executive Committee Report—The Executive Committee (EC) meeting included a discussion of accounting for the Olmsted Poet's Walk benches. The EC approved Kindermusik to be held in the MCCR on Wednesday mornings. EC also talked about donating old playground equipment to another group or park that could use it. Discussion came up about signage in the park to advertise Cirque and other Lake Park Friends events. Steve Morse mentioned that this sign could be done by an Eagle Scout, who is referred to us by Guy Smith.
8. Old Business:
 - a. Projects update – Tom published the projects update document online. Board members should update as needed and that all members should refer to it, especially prior to a board meeting.
 - b. Waterfall Ravine Update—Excavation has been pushed back by another week. Projected date of completion is still not known but will likely be next spring. Steve Morse raised the topic of a maintenance fund for the Ravine.
 - c. Cirque du Lake Park – Susanna Mortara reported that we made about \$15,000 and that about 110 people attended. Venue was great and received many compliments, and Bartolotta's contributions were very much appreciated.
 - d. Performance Stage architect selection – Tom is trying to get the architect and donor together so the design phase can move along. The county has accepted that project, along with the Waterfall. A steering committee has been assembled.
 - e. Board Insurance – Steve Duback gave his views on what types of insurance we need. Wisconsin has a very broad immunity and indemnification statute to protect officers and directors of non-profit organizations. He thinks the organization should have some general liability insurance. Our purpose is to raise money on how to improve the park, and our activities with children and the public are limited. He doesn't feel there is a need for D&O insurance. Tom Cheney asked Steve Duback to explore purchasing a general liability policy.

At 8:33 p.m. Dave O'Brien made a motion to close the meeting, Brian Hansen seconded, and the motion carried.

Next full board meeting Tuesday, October 27, 2009 followed by Tuesday, December 8, 2009.