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**www.sandycreeknaturecenter.org**

*Sandy Creek Nature Center, Inc., a private, non-profit organization, partners with Athens-Clarke County to support, promote and protect the environmental education and preservation efforts of Sandy Creek Nature Center.*

**Board of Directors Meeting Agenda Date–November 1, 2022**

**Location:** Sandy Creek Nature Center - 205 Old Commerce Road - Athens, GA 30607 **Start:** 5:30 pm

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|  | Task | Reporter |
|  | **Call to Order** | President |
|  | **Approval of Minutes** | All |
|  | **President’s Report** | Emily Carr |
|  | **Treasurer’s Report** – Balance Sheet and Profit & Loss | Alison Huff |
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|  | Any Additional Old or New Business | |
|  | Committees | |
|  | **Executive Committee**   * Purpose - ensure compliance with Articles of Inc., bylaws, mission, & values. * Annual Responsibilities - meeting prep, budget development, employee oversight, & conduct business between meetings   Chair – Emily Carr (President)  Members – Rachael, VP, Alison, Treasurer, Tammy, Secretary, Katherine, Immediate Past President  Discussion / Accomplishments: | |
|  | **50th Anniversary Ad Hoc Committee**   * Purpose - plan 50th anniversary celebration   Chair: Katherine  Board Members – Emily, Eugenia, Gwen, Halley, Tammy  Staff Members – Kate, Michelle, Randy  Discussion / Accomplishments: | |
|  | **Finance Committee**   * Purpose - fiduciary compliance of finances * Annual responsibilities – oversee investments, taxes, & Insurance * Goals – select financial consultant, reactivate TD Ameritrade, & ensure assets FCIC covered   Chair –Alison Huff (Treasurer)  Members -Claude Gonzalez, Rachael Hawthorn  Discussion / Accomplishments: | |
|  | **Fund Raising Committee**   * Purpose - financial growth * Annual Responsibilities - oversee gift shop, events, & donors * Goal - perform cost-benefit analysis of fundraising activities   Chair - Edith Hollander  Members - Emily Carr, Gary Crider, Peter Hawman, , Mary Lou Neuhauser, Bob Thomson  Discussion / Accomplishments: | |
|  | **Governance Committee**   * Purpose - board development * Annual responsibilities – nominations, education, & processes * Goals – orientation SOP, include Mentor program, Board diversity survey & solicitation   Co-Chairs – Tammy Kemper, Katy Manley  Nominations Chair – Halley Page  - Nominations - Education - Processes  Discussion / Accomplishments: | |
|  | **Marketing & Membership Committee**   * Purpose - community engagement * Annual Responsibilities – oversee marketing, membership, & annual meeting   Chair – Mark Ralston  Members – Katherine Edison, Gwen Lott, Eugenia Thompson, Linsey Adams  Discussion / Accomplishments: | |

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|  | | Operation Coordinator’s Report |
|  | | Reporter – Emily Bailey  - Membership – Projects - Hours  Discussion: |
|  | Facility Supervisor’s Report | |
|  | Reporter – Randy Smith  - Brick Factory - Managed Forest - Playscape Upkeep - Restroom Renovation - SPLOST Project  Other: | |

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|  | Any Additional Old or New Business |
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|  | Next Meeting | Date |
|  | Executive Committee - Tuesday (11 am) | November 29 |
|  | Board of Directors – Tuesday (5:30 pm) | December 6 |
|  | Important Upcoming Dates | Date |
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|  | Giving Tuesday | November 29 |
|  | Read TD Ameritrade Statement | July 2, 2023 |
|  | Partnership Agreement renews | March 26, 2026 |
|  | Action Steps |  |
|  | **Playscape Upkeep Sign Up:** (sign up for 3 to 4 times per year)  <https://docs.google.com/spreadsheets/d/1S7AIa2OkBoEDU_S8sNQ_9Cv6Y_gsErQPdXLYt21mIyk/edit#gid=0>  **Enter Volunteer Hours Monthly and Events Sign Up:** <https://docs.google.com/spreadsheets/d/1wH8L18RKkBkDIht0Cp3StmGm2R5xCgz2Tx4EMPkL5pk/edit#gid=640572208> | Board Members |