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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 |
|  |  |  |
|  | 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 PresidentDiscussion / Accomplishments: |
|  | **50th Anniversary Ad Hoc Committee*** Purpose - plan 50th anniversary celebration

Chair: KatherineBoard Members – Emily, Eugenia, Gwen, Halley, TammyStaff Members – Kate, Michelle, RandyDiscussion / 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 HollanderMembers - 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 ManleyNominations Chair – Halley Page - Nominations - Education - ProcessesDiscussion / Accomplishments: |
|  | **Marketing & Membership Committee*** Purpose - community engagement
* Annual Responsibilities – oversee marketing, membership, & annual meeting

Chair – Mark RalstonMembers – Katherine Edison, Gwen Lott, Eugenia Thompson, Linsey AdamsDiscussion / Accomplishments: |

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

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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 |
|  |  |  |
|  | 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 |