Friends of the Rouge Board of Directors Meeting Minutes
September 12, 2018
Environmental Interpretive Center (EIC)
Dearborn, MI 48128

Directors Present: Alice Bailey (AB), Mike Darga (MD), Paul Draus (PD), John Kelly (JK), Scot Martin (SM), Mike McNulty (MM), Brandy Siediaczek (BS), Susan Thompson (ST), Al VanKerckhove (AVK), Laura Wagner (LW) (10 total),

On Conference call: Andrew Hoffman (AH) (1 total)

Directors Excused: Orin Gelderloos (OG), Dave Norwood (DN), (2 total)

Directors Absent: Elizabeth Palazzola (EP) (1 total)

Staff Members Present: Karen Hannah (KH), Marie McCormick (MMC) (2 total)

Guests: None

1) CALL TO ORDER
President MD called the meeting to order at 5:20pm

2) APPROVAL OF AGENDA
Motion to approve agenda made by ST, seconded by SM. Motion carried

3) APPROVAL OF BOARD MINUTES
a. June 13, 2018
Motion to approve made by MM seconded by JK. Motion carried

4) REPORTS (also refer to reports in Board packet)
   a. Executive Committee
      The Executive Committee (EC) is scheduled to hold calls on a monthly basis. The EC me had an emergency meeting a few weeks back; items discussed are on tonight’s meeting agenda.
   
      b. Executive Director
      Refer to reports attached for highlights
      Thursday October 25 4-7 is the new office open house. Board members are needed to assist with the event
   
      c. Rouge Education Project (REP)
      Refer to reports attached for highlights
   
      d. River Restoration/Volunteer Monitoring (PI)
      Refer to reports attached for highlights
   
      e. Membership Committee
      Refer to reports attached for highlights
   
      f. Fund Development Committee
      Refer to reports attached for highlights
      Rouge Cruise was successful- revenue was $27,623 and the goal was $29,030; 10 tickets short of sellout
      Positive comments were received; expenses were more due to beverages, food
      $150 raised so far in the Detroit Free Press Marathon 2018 races; Fund Development meeting in October
g. Finance Committee/Treasurer
   i. May and June 2018
   Motion to approve Treasurer’s report made by ST, seconded by AVK. Motion carried.
   ii. 990
   Motion to approve 990 made by ST, seconded by DN. Motion carried.
   iii. Annual Audit
   Motion to approve/accept the Annual Audit made by JK, seconded by SM. Motion carried.

5) NEW BUSINESS
a. PARC Office Updates
   i. Construction Update
   Moved into new office and should be completely moved in by open house
   November 6 millage proposal on local ballot for PARC facility improvements, theater space
   Applying for a 319 grant for permeable pavers at PARC parking area and rain garden
   ii. Capital Campaign
   Focus on the campaign after move/Open House is completed and use the Open House to promote campaign

b. Water Trail Committee Description
   This committee is different than the others as member communities have a vote
   FOTR is fiduciary for the water trail; and FOTR would have final approval on budgets
   Goal is to get the member communities to financially support the work
   Motion to approve the Water Trail committee description made by ST, seconded by JK. Motion carried.

c. “Clean Desk” Policy
   Discussed draft policy
   MMC agreed separate the policy into two separate ones- Office Aesthetics Guidelines and Secure Office Policy
   Board will do an e-review of the policies, including office cleaning policy

d. Board Training: Strategic Planning process led by Parallel Solutions
   Megan Olds, Sarah Naparala updated the Board on Strategic Planning activities
   Finished the Stakeholder work, starting external work next week
   Goal: A strong, stable, set of leaders to move organization forward
   How are board members selected? What is looked for in a board member?
   Roundtable on board orientation experiences/suggestions for process
   Suggestions: adopt a board member/mentoring
   Orientation should be board responsibility with board support
   How does board evaluate success? What does the board want to work on?
   Perform board self-assessment surveys annually and assess against strategic plan

e. Additional issues from the floor

f. Sign thank you notes

6) ADJOURNMENT
Motion to adjourn made by JK, seconded by PD. Motion carried. Meeting adjourned at 7:45pm

Respectfully Submitted by:

Susan Thompson FOTR Secretary