

Friends of the Rouge Board of Directors Meeting Minutes
March 11, 2015
U of M Environmental Interpretive Center
Dearborn, MI 48128

Directors Present: Keith Armitage (KA), Alice Bailey (AB), Adam Cloutier (AC), Mike Darga (MD), Heather Esper (HE), Andrew Hoffman (AH) via conference call , Chester Marvin (CM), Mike McNulty (MM), Dave Norwood (DN), Carla Rigsby (CR2), Brandy Siedlaczek (BS), William Stone (WS), Susan Thompson (ST), (13 total)

Directors Excused: Steve Weis (SW) (1 total)

Directors Absent: Sharon Oliver-Merchant (SOM) (1 total)

Staff Members Present: Aimee LaLonde-Norman (ALN), (1 total)

1) CALL TO ORDER – President Michael Darga called the meeting to order at 5:07 pm

2) APPROVAL OF AGENDA

Motion to approve the agenda made by ST, second by CM, motion carried.

3) APPROVAL OF BOARD MINUTES

a. Minutes February 11, 2015

Motion to approve minutes made by CM, second by HE, motion carried.

4) REVIEW CONFLICT OF INTEREST (COI)

AB discussed Board Governance reporting from the Non Profit Network workshop, which recommends COI as a standing agenda item at board meetings

5) REPORTS

a. Executive Director Report

Met with past and potential sponsors last month. Confirmed sponsorships with Denso and Quicken Loans (\$10, 000 each)

Pending grant applications:

Great Lakes Restoration Initiative (GLRI), Save Our Great Lakes (SOGL) and Dearborn Gardeners Club FOTR is the runner up charity in the IKEA Life Improvement Challenge and will receive \$1000 IKEA gift card for an office makeover

Nearly all items are moved out of the rented storage unit and stored in the office, generating a cost savings of \$200 monthly.

University of Michigan –Dearborn is going to be eliminating hosting of FOTR website support. The university will help in transition to another platform

Aimee LaLonde-Norman celebrated her first anniversary with FOTR

FOTR received a partial scholarship to River Rally

Update of the FOTR employee policies manual is ongoing

Trying to work through FOTR office access issues with the university that are due to the nearby construction project

The first FOTR/ARC reorganization investigation meeting was held. The session served as an introduction.

i. Rouge Education Project (REP)

May 6 is REP Spring Monitoring Day

ii. Volunteer Monitoring (PI)/River Restoration

The Rouge Rescue site coordinator meeting kicked off this year's event

Memorandum of Understanding completed with Growing Detroit

Plastic Waters presentation/event at Cranbrook was very informational and approximately 100 persons attended

5) REPORTS (continued)

ii. Volunteer Monitoring (PI)/River Restoration (continued)

Frog and Toad Survey data analysis is ongoing and 61 volunteers signed up to continue surveying this season

77 people attended the Stonefly Search February 14

The Spring Bug hunt is April 18

October 30 is the Fall Bug Hunt- this is a new date

The fish survey findings are going to be presented to the MDEQ

Received \$4600 from the University of Michigan Water Center for the fish surveys

b. Membership Committee Report

The next Explore the Rouge event is April 10, 2015- Who's Calling?

c. Fund Development Committee

Committee had a conference call about the Phone-a-Thon- still need board members to sign up to help make calls

A license is being obtained for the raffle-there are going to be 1000 tickets available at \$10.00 each. Prizes are a kayak, Wild Type gift certificate, and an Osprey backpack. The drawing will take place on the Rouge Brew Cruise. The committee is exploring opportunities for entertainers, and leads for brewery sponsorships. The Cruise is set for June 18.

d. Finance Committee/Treasurer's Report

The Finance Committee met last week and the activities of the committee in planning and tracking expenses were discussed, in addition to the treasurer's report.

Motion to accept Treasurer's report made by ST, seconded by CM. Motion carried.

6) NEW BUSINESS

a. Reorganization investigation

Refer to Executive Director's report above

b. Phone-A-Thon

Board members are encouraged to sign up to assist

c. Raffle

See Fund Development Committee report above

d. Board Training

i. *Leading Nonprofit Organizations* training takeaways

Discussed the training and topics discussed that have the potential to benefit FOTR. By laws will be discussed later this year, probably mid-summer. The attendees reported that the workshop was very informational

ii. Randy Ross from CFSEM will be at April 8 meeting to discuss planned giving endowments

e. Additional issues from the floor

f. Sign thank you letters/individual updates

7) CLOSED SESSION

Employee Manual/Policy Updates

Discussed Employee Manual/Policy Updates

Motion to adopt Incremental Weather Policy (Policy Memo #1) made by CM, seconded by MM. Motion carried.

Motion to adopt Policy Flexible Work Arrangements (Policy Memo #3) made by AC, seconded by WS. Motion carried.

Motion to adopt Policy Overtime (Policy Memo #2) made by MM, seconded by CM. Motion carried.

Motion to adopt changes to FOTR Employee Manual including changes of Paid Time Off (PTO) from days to hours made by FA, seconded by MM. Motion carried.

8) ADJOURNMENT

Motion to adjourn made by ST, second by BS, motion carried.
Meeting adjourned at 6:29pm

Respectfully Submitted by:

Susan Thompson
FOTR Secretary