

Friends of Kissimmee Prairie Preserve State Park

August 15, 2016

1) Call to order:

a. Roll call (App. 1 sign-in sheet):

Dave Kandz, Board member

Christina Evans, VP, Board member

Paul Gray, Secretary, Board member

Donna Bollenbach, Treasurer, Board member

Tim Kozusko, President, Board member

Daniel Willis, KPPSP manager

Missy Clauson, KPPSP

Chris Clauson, KPPSP

Stan Czaplicki, public

Rick Deluga*, Tropical Trekkers, RickDeluga1@gmail.com; 561-801-0243, invited public

*Rick was invited by the Board because hiking is an important part of the Prairie's visitor attraction and we would like input from hikers. During the meeting, he participated in discussions and will report back to the Tropical Trekkers who may be able to help us find a suitable board member.

b. Approve previous minutes; Christina moved approval, Donna seconded, approved unanimously. Paul will PDF them and distribute.

c. Approve agenda: Approved with allowances for amending as we proceed.

2) Welcome Daniel Willis and introductions of CSO members:

Daniel is the new manager of the Prairie. He recounted his history with the Florida Park Service, first volunteering at Wekiwa Springs State Park, becoming a Park Ranger at Kissimmee Prairie Preserve State Park in 2005. He moved to progressively responsible positions at Lake Louisa State Park, Paynes Prairie Preserve State Park and most recently Assistant Park Manager of Silver Springs State Park. His wife Erin is Assistant Principal at Osceola Middle School and they have three children, ages 4, 6, and 8.

3) Manager's Report:

Daniel has been here one month and is getting up to speed.

KPPSP has 22,000 acres to burn this year and there are many maintenance needs to catch up on. The new buggy for land management has had some mechanical issues.

Ongoing restoration projects include tree removal and roller chopping.

Astronomy has been very popular and the Preserve campsites were full for the Perseid meteor shower, in August!

The CSO requested that Daniel furnish us with a written manager's report to us before meetings to stimulate discussions and he agreed.

The Board discussed the need to get an astronomer representative for the CSO. Possible candidates include Dave Holko or someone from the Treasure Coast or St. Pete Astronomy Clubs. Missy knows the astronomers (and sent a list to Paul after this meeting). Paul will extend an invitation to them to attend the next CSO meeting.

4) New business

We reviewed CSO financials with Daniel and made this the treasurer's report as well

As of July 31, 2016 total assets were \$16242.50 (App. 2). Last year at this time we had \$13,201. Income since January first was \$4,491.85 and expenses were \$1,875.41. Most of the income came from the Prairie Flower day. The CSO also bought cameras to help monitor Florida Grasshopper Sparrow nests. Paul moved to accept the treasurer's report, Christina seconded and they were unanimously approved.

Memberships: At the CSO's request, Christina sent the latest data on memberships after the meeting (App. 4). We have 85 paying members and 757 members of our facebook page. Christina recommends adding a 2-year family membership which can be discussed at the next meeting.

Primitive camp site wells: Daniel will get cost quotes on various well designs, such as 30 foot or deeper, wells that can service horses, be used in fires, etc. Rick Deluga will give us info on hand pumps and cost share opportunities with REI.

Amphitheater: Tim can share photos of a nice amphitheater design from Washington Park (?)

Should it be open air or covered pavilion? KPPSP staff need to give us ideas for what they need. It appears to be covered in the Unit Management Plan.

Daniel: There is no internet at the shop and is needed to look things up while they work (without driving to HQ and back). To get it they need T1 line extension from the entrance road but that will take a year or so with approvals, etc. KPPSP can get Florida broadband for \$1500 for a year. Missy will send detailed info to us and we can approve by email. Christina moved we approve it for up to \$2500 for 2 years if needed, but one year is preferred. Tim seconded, approved unanimously.

August 30 email update: a broadband contract for \$1,205 for one year was unanimously approved by the Board by email.
(Tim motioned, Dave Seconded)

Dark Skies photometers: Missy requested getting a continuous dark sky monitor, re her previous email. Using a hand held unit is cumbersome, time consuming during night (off) hours, and we need to monitor the skies to maintain Dark Sky certification. The estimate is \$289 for the unit with weatherproof casing. We need to check on batteries, bird-poop proofing, and cost of a pole. Donna moved we fund it for up to \$350 for sky quality meter and supplies, Dave seconded, unanimously approved. Donna will order it with Missy's help.

Post-meeting update: Donna ordered the unit on August 24 for \$318.93 shipping and handling. She also ordered batteries and accessories.

Dave Holko night sky photo book. He has a nice book that could help with astronomy programs. Missy will ask if he can donate one to the Preserve.

Taylor wildflower guide, older edition: Christina will donate one, the old one is damaged

Buggy PA system: Chris had several options and will send options for the Board to vote on by email. He recommends a PA system that will have other uses than just on the buggy. Ear buds may be too cumbersome and may interfere with hearing other sounds. Paul moved, Donna second, approved unanimously.

August 30 email update: Donna moved that we approve \$135.00 for a headset and speaker that Chris found.
Tim seconded and it was approved unanimously.

Buggy Bimini top: KPPSP staff need to tell us if they need one and what would a desirable top would cost.

- 4) Next plant walk: Roger and Craig will lead the walks again.

Oct 15th: AM and PM walks, 20 people per walk

9 slots are still open

We want to offer 45 minute buggy rides to visitors not on a plant tour. 8 per ride. We need to scout a trail before the event.

No burns recently done very close to the office so getting folks to the walk site may have extra time and difficulty. We need to scout walk sites before the event to see what equipment is needed to get folks out. There are some burn units next to the Peavine Trail that would be convenient if the flower response is good.

Is Katie available to lead buggy tours?

Missy's B-day is Oct. 16th and she and Chris will be gone

- 5) Unfinished business and correspondence

a) Possible memberships: See membership discussion above and appendix 4. If we add hiking and astronomy representatives to the Board it could boost membership for all groups.

b) Okeechobee events

Okeechobee County Centennial year: Paul will talk to the Cattlemen's Association about cooperative events celebrating the prairie and the cattle industry in the County. We favor an event in March or so and will propose that to them. New moons are Feb 26 and Mar 27, which may allow synergy between astronomers and the Centennial events. We could call it Prairie Days and Prairie Nights. We also will look for more historical photos for exhibits and such.

Feb 24-26 Okeechobee Battlefield Reenactment event (Daniel manages the Battlefield Park too)

Mar 11-12 Speckled Perch Festival in Okeechobee.

???March 25 Prairie days and prairie nights

Next meeting: Saturday November 5

Board elections, Paul and Tim's terms are up due to the 5-year limitation.

Dave agreed to be Secretary, Christina can be President

For the next meeting:

The CSO needs to see a Park Budget (Daniel)

KPPSP needs recycling help, Chris can tell us what's needed at the meeting

6) Audience comments:

Rick thanked us for inviting him and said he would report to the Tropical Trekkers about us and see if they might get involved with the CSO.

Paul moved adjourn, Christina seconded, unanimous approval.

Paul and Donna counted the donation bin together, total was \$105.28 so we put \$10 in as seed money and Donna took \$95.28 to deposit.

Appendix 1. Sign-in sheet.

Quarterly meeting
Friends of Kissimmee Prairie 2/15/2014

Tim Kozusko
DAVE KANDZ
Chris Clawson
Rick DELUGA
CHRISTIAN EVANS
Sara Capricci
Missy Clawson
DONNA Boltenbach
Daniel Willis
Paul Gray

Appendix 2. Budget balances compared with last year at this time.

Friends of Kissimmee Prairie Preserve Inc.
Balance Sheet Comparison
As of July 31, 2016

| | Total | | % Change |
|-------------------------------|---------------------|-------------------------|----------|
| | As of Jul 31, 2016 | As of Jul 31, 2015 (PY) | |
| ASSETS | | | |
| Current Assets | | | |
| Bank Accounts | | | |
| 1010 Checking/517069-CK1 | 15,531.43 | 12,916.88 | 16.83% |
| 1020 Savings/517069-SA1 | 250.67 | 250.55 | 0.05% |
| 1030 PayPal | 460.40 | 33.93 | 92.63% |
| Total Bank Accounts | \$ 16,242.50 | \$ 13,201.36 | 18.72% |
| Total Current Assets | \$ 16,242.50 | \$ 13,201.36 | |
| TOTAL ASSETS | \$ 16,242.50 | \$ 13,201.36 | |
| LIABILITIES AND EQUITY | | | |
| Liabilities | | | |
| Total Liabilities | | | |

| | | | |
|---|---------------------|---------------------|--------|
| Equity | | | |
| 3010 Unrestricted Net Assets (R/E) | 15,347.62 | 12,228.29 | 20.32% |
| Net Income | 894.88 | 973.07 | -8.74% |
| Total Equity | \$ 16,242.50 | \$ 13,201.36 | 18.72% |
| TOTAL LIABILITIES AND EQUITY | \$ 16,242.50 | \$ 13,201.36 | |

Wednesday, Aug 10, 2016 07:38:09 AM PDT GMT-4 - Accrual Basis

Appendix 3. Budget changes in 2016 through July 31.

Friends of Kissimmee Prairie Preserve Inc.

Profit and Loss

January - July 2016

| | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | Jul-16 | Total 2016 | <u>% of Total Income</u> |
|---|--------|--------|--------|--------|--------|--------|--------|------------|--------------------------|
| Income | | | | | | | | | |
| 4000 Direct Public Support | | | | | | | | | |
| 4010 Individual Contributions | 500.00 | 10.70 | | 35.00 | 97.50 | | 0.00 | 643.20 | |
| 4011 Cash Box Individual Contributions | 192.00 | | 110.00 | 101.00 | | | | 403.00 | |

| | | | | | | | | | |
|--|---------------|-----------------|---------------|----------------|-----------------|-------------|---------------|-----------------|----------------|
| 4020 Corporate/Business Contributions | 0.00 | 7.86 | | | 11.93 | | | 19.79 | |
| Total 4000 Direct Public Support | 692.00 | 18.56 | 110.00 | 136.00 | 109.43 | 0.00 | 0.00 | 1,065.99 | 23.73% |
| 4100 Gifts In-Kind | | 1,413.79 | | | | | | 1,413.79 | 31.47% |
| | | | | | | | | 0.00 | |
| 5000 Program-Related Revenue | | | | | | | | 0.00 | |
| 5210 Membership Dues | 70.00 | 145.00 | | | 1,356.00 | | 441.00 | 2,012.00 | |
| Total 5000 Program-Related Revenue | 70.00 | 145.00 | | | 1,356.00 | 0.00 | 441.00 | 2,012.00 | 44.79% |
| 5310 Investments - Interest | 0.01 | 0.01 | 0.01 | 0.01 | 0.01 | 0.01 | 0.01 | 0.07 | |
| Total Income | 762.01 | 1,577.36 | 110.01 | 136.01 | 1,465.44 | 0.01 | 441.01 | 4,491.85 | 100.00% |
| Cost of Goods Sold | | | | | | | | | |
| 7000 Program Expenses | | | | | | | | | |
| 7010 Education/Preserve Event Expense | | | | 200.00 | | | | 200.00 | |
| 7020 Grasshopper Sparrow Program Exp | | | | | 89.98 | | | 89.98 | |
| 7030 Dark Sky Fund Program Expense | | 64.41 | | | | | | 64.41 | |
| 7040 Grants/Support to Preserve | 54.08 | | | 95.94 | | | | 150.02 | |
| 7050 In Kind Program Support Expense | | 1,371.00 | | | | | | 1,371.00 | |
| Total 7000 Program Expenses | 54.08 | 1,435.41 | 0.00 | 295.94 | 89.98 | | | 1,875.41 | |
| Total Cost of Goods Sold | 54.08 | 1,435.41 | 0.00 | 295.94 | 89.98 | 0.00 | 0.00 | 1,875.41 | 41.75% |
| | | | | | | | | 0.00 | |
| Gross Profit | 707.93 | 141.95 | 110.01 | -159.93 | 1,375.46 | 0.01 | 441.01 | 2,616.44 | |
| Expenses | | | | | | | | | |

| | | | | | | | | | |
|--|---------------|---------------|----------------|----------------|-----------------|----------------|---------------|-----------------|---------------|
| 8530 Dues & Subscriptions | | | 12.00 | | | | 100.00 | 112.00 | |
| 9100 Contract Service Expense | | | | | | | | | |
| 9110 Accounting & Professional Fees | 220.36 | 220.36 | 220.36 | 220.36 | 222.95 | 222.95 | 222.95 | 1,550.29 | |
| Total 9100 Contract Service Expense | 220.36 | 220.36 | 232.36 | 220.36 | 222.95 | 222.95 | 322.95 | 1,662.29 | 37.01% |
| 9211 Merchant Processing Fees | 2.14 | 4.69 | | | 37.91 | | 14.53 | 59.27 | |
| Total Expenses | 222.50 | 225.05 | 232.36 | 220.36 | 260.86 | 222.95 | 337.48 | 1,721.56 | 38.33% |
| Net Operating Income | 485.43 | -83.10 | -122.35 | -380.29 | 1,114.60 | -222.94 | 103.53 | 894.88 | 19.92% |

Appendix 4: Membership update from Christina Evans 8/18/16 email

Hi Friends!

Great meeting! As requested, here is a report on our current membership status.

We currently have 85 active members. That counts each family membership as two members, and the corporate membership as one member. (Actual memberships of all types is 65)

The breakdown by type of membership is:

15 - 1 year individual

17 - 2 year individual

19 - 1 year family

3 - 1 year Patron (\$100)

3 - Lifetime individual

1 - Lifetime family

1 - Corporate (Halifax River Audubon)

6 - Honorary members (all but one are founding board members)

Eight members are new in the past 30 days, 4 of those joined in the past week — people who signed up for the Wildflower Walks.

Of the new memberships: 3 are 1-year individual, 1 is 2-year individual, And 2 are family memberships, (which counts as 4 members).

We have 12 memberships that have lapsed or with renewal overdue (after I cleaned out those lapsed over two years ago). A number of the lapsed members joined when they signed up for a Wildflower Walk.

I overestimated the number on our Facebook page — we currently have 757 members. We get new ones often, and our page has become more active over the past year. I'm guessing we could hit that 1,000 number before the end of the year. ;-)

I would like to suggest that we add a 2-year family membership, since that seems to be the most popular type and I know many people don't want to be bothered with renewal notices every year. Discussion?

Christina