

## MINUTES

### I. CALL TO ORDER – AUSTIN LINSLEY, PRESIDENT

The meeting was called to order at 6:30 p.m. in person at the Foundation House.

Attendance: Present: Ault, Devlahovich, Dozier, Emerson, Hallett, Hamilton, Hartman, Kishbauch, Linsley, Michlin, Nickerson, Podegracz, Tate. Absent: Broz, Hunneman, Hyde, Stammersky. Staff Present: Ginger Greaves, Marianne Lancaster. Guest Present: Rob Hicks.

### II. BOARD REFLECTIONS/EDUCATION MOMENT

Our Programs Manager, Marianne Lancaster, updated us on active programs. She reviewed the Phenology Program, now at Hemet and Nuevo, and soon Temecula. Trout in the Classroom, with elaborate equipment, is under way. Pocket Labs are in Perris, currently testing air. We have Junior Rangers and the Native Plant Network. We are active in the Temecula Library and other local libraries. NERF will be in September, date to be determined. We presented a slide show at Temecula Rotary. Scholarship awards take place April 27. We are announcing teacher grant applications for classroom environmental projects.

Our interpreter/naturalist, Rob Hicks, of Riverside County Parks, reported that the third grade program is going well, with groups of 10 or fewer and the assistance of many young volunteers. Rob also leads hikes on Saturdays for up to 20 people at \$20 each (register at RivCoParks.org). There will be some new activities for summer. Volunteer trainings resume in the fall for docents.

### III. APPROVAL OF THE AGENDA

A draft agenda was made available for review prior to the meeting; *Motion to approve Agenda: Mary Nickerson; Michael Emerson 2<sup>nd</sup>. Motion carried.*

### IV. APPROVAL OF MINUTES

Minutes for the February 28, 2024 meeting were made available for review prior to the meeting. *Motion to approve Minutes: Sharon Tate; Michael Emerson 2<sup>nd</sup>. Motion carried.*

### V. FINANCE REPORTS – SHIRLEY BROZ, CFO (PRESENTED BY GINGER GREAVES)

This financial review is for the year to date as of February 2024.

#### SRPF

#### Statement Review

	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
Revenue	323,854.	438,300.	(114,446.)

Expense	313,221.	331,408.	18,187.
Net Income/(Loss)	10,633.	106,892.	(96,259.)

**REVENUE:** For the month of February, the Revenue was \$5.3K primarily from Membership \$4.7K. This was \$3.4K less than the modest \$9.0K budgeted.

For the year to date (eight months), the Revenue was \$323.9K versus the budget of \$438.3K – behind by (\$114.4K). Revenue expected from Grants (without the \$66K COVID payroll tax return) is behind by (\$70K). Family Wildlife Day was less than budget by (\$7.3K) and Cooking Class by (\$5.6K) since it did not occur yet. Membership is behind budget by (\$5.2K). We planned a small concert to aid the TOH (This Old House) effort with revenue of \$10K. That did not happen. Events revenue was (\$105.0K) less than the budget. These negative variances were partially offset by \$6.2K better Unsolicited and TOH by \$4.1K. The reported revenue also includes NON-OPERATING revenue from interest and investments net of expense from the Ellis Fund of \$33K.

**EXPENSE:** For the month of February, the Expenses were \$20.7K versus the budget of \$24.0K or \$3.4K positive. The budget called for \$6.0K spending for Distance Learning and Chamber of Commerce costs that were not spent. These were partially offset by Administrative costs over budget by nearly \$1.0K and Concert advertising that is beginning to be spent. Most other expenses were close to the budget for the month.

For the year to date, the Expenses were \$313.2K versus the budget of \$331.4K – better by \$18.2K. Professional fees for artists were above the budget by \$10K and reflect more than budgeted revenue also. Program related expenses are even as the Climate Change and Distance Learning underspend was offset by the timing of Small Grants and Family Wildlife Day being over the budget. Fund Raising expenses were less than the budget by \$31.6K making up the greatest part of the overall positive variance.

**FUND BALANCE INCREASE/ (DECREASE):**

The change in Fund Balance (Net bottom line) for February ended with a loss of (\$15.4K) even with the budgeted loss of (\$15.0K). Year to date Fund Balance change is a positive bottom line of \$10.6K but includes net NON-OPERATING Ellis Fund revenue of \$33K and the \$66K COVID payroll tax return (Federal). The budget for the year-to-date period Fund Balance change was a positive \$106.9K, therefore we are behind the budget by (\$96K) including the addition of the non-operating items mentioned.

**Board Action:**

This summary report was made available before the meeting.

*Motion to accept Treasurer Report: Linda Dozier, Ginny Kishbauch 2<sup>nd</sup>. Motion carried.*

## VI. EXECUTIVE DIRECTOR'S REPORT – GINGER GREAVES

Before presenting her report, Ginger Greaves welcomed 18-year Board member Velma Hamilton who attended this, our first in person Board meeting, a celebration of the extensive improvements made to the Foundation House. The House is now officially open for business. We are on budget with the House remodel. Board members were given the new Starlink password. Ginger also acknowledged the Foundation House “move-in core group”: Mike Podegracz, Sue Devlahovich, Steve Lusky, Linda Berterello, Jared Hartman, and Rudy Lerma.

### A. Foundation House Update

1. Needs List – Attached list made available to each board member.
2. Cost Accounting - Preparing detailed breakdown of remodel costs along with other costs i.e., moving, rodent eradication, cleaning, unexpected costs, etc. to date to Santa Rosa Construction =- \$42,123. One more check for around \$5,600 being invoiced. Report will show funds raised and funds applied such as the remaining funds from the Fire Fund.

### B. Fundraising

1. Sponsor reception being planned at the Foundation House in late April. Soliciting sponsors now but bringing them all together to see the new office and to promote their support going forward for events, programs and possible support for the Foundation House as well.
2. Grant Report –
  - Received an unsolicited grant from Bechtel Family Trust - \$5000
  - Did not get the NAMI grant.
  - No other changes at this time.
3. Garden Tour
  - Ticket page live.
  - Flyer complete
  - Promoting now
  - One sponsor secured @ \$500 need 3 more
4. Concerts/Art
  - Band line up complete
    - Art Open – June 29 – Academy of Ballet Arts invited back – Local Group
    - July 6 – Uptown Motown
    - July 13 - Yacht Rocker – Local Band
    - July 20 - 2<sup>nd</sup> Hand Jazz Band – Great American Jazz Book Plus – Local Band
    - July 27 - The Garth Guy
    - August 3 – 4 Lads from Liverpool – Local Band

5. Social Media Management

- Increase presence/membership, event and fundraising promotion.
- Proposal to secure outside contractor – Amanda Stammersky to work with current FB Coordinator.

**VII. ACTION ITEMS**

We are still working on social media management (see the minutes of the membership/marketing committee.

We are still drafting a questionnaire to distribute to all our members.

Ginger distributed a spreadsheet listing Board members and requested we advise her of any corrections.

**VII. COMMITTEE REPORTS**

Reports of the Education Committee, the Asset Fund Development Committee, and the Membership Marketing Committee were made available before the meeting and remain available on our website.

**VIII ADJOURN/NEXT MEETING**

The meeting adjourned at 8:00 pm. The next meeting will be April 24, 2024 in person at the Foundation House.

Submitted:

\_\_\_\_\_  
Jim Hallett, Secretary

Date: \_\_\_\_\_