

Fair Hill Nature Center Board of Directors Meeting September 9, 2009

Attendance:

Joe Clancy, Tina Freudenberger, Dan Schneckenburger, Dave Vanaskey, John Carpenter, Holly Hannum.

I. Treasure's Report

Tina presented the treasurers report including YTD and projections through year end 2009 with discussion around revenue and expenses both past, current and future. Finance issues as they affect program opportunities, program funding, building maintenance, etc... were amongst topics discussed. Report is attached for reference. Also discussed at this time was the FHNC's insurance and upcoming expiration. Various bids are to be solicited with a goal to seek a local provider.

II. School Report.

Holly reported regarding the success of 2009 summer camps. Brochures for 2010 are being prepared. A price increase is under consideration. Various fall activities are scheduled and underway for FHNC. These include Trail Day, SWAT Road Cleanup, Leaf Walk and Hayride. Six new field microscopes were approved for purchase. Lengthy discussion regarding seeking support for FHNC programs from Cecil County PTAs is being considered. School Report is attached for reference.

III. Old Business.

Dan provided an update regarding the building repair bid process. Board of director vacancy letter will be moving forward to the appropriate BOD(s). Additional follow up is needed from Dennis Clower regarding FHNC bylaws and lease agreement.

IV. New Business.

Dan and Holly updated the board regarding Senator Mikulski's staff visit and what great exposure and opportunity to showcase the center that it provided. There was further discussion regarding the need to have the FHNC more "connected" to the state and local political landscape. This could benefit FHNC regarding financial support and exposure to the great things that are going on at the Center. Joe discussed providing a thank you add in Steeple Chase Magazine to several contributors to the FHNC. Jon agreed to pick up the preparation of the FHNC Newsletter. Joe and David will begin work on a membership drive.

V. Next Meeting.

October 14th at 6:00 at FHNC

Outdoor School Report - September 9, 2009

We had a total of 180 summer campers this year in 12 camps over 4 weeks. The staff has met and reviewed camp and made suggestions for next year. We will try to have a brochure ready before we break at Thanksgiving because the CCPS needs to review it in January. It appears that we made a reasonable profit.

Nicole had her baby, Samantha on August 10. She will not be returning to the school, but may be available to help with weekend events this fall. Annie will take the five day slot. My daughter, Lindsay will fill in as a substitute until she finds a full time job. We also have a college student who worked with us at camp that we can train to substitute.

We are back at work preparing for the fall semester. We have a schedule out to grade 5 teachers and will begin classes on the 14th of September. Fall classes will be completed by the Friday before Thanksgiving unless the need to reschedule something arises. I am working on the spring school schedule. It looks like we will begin about March 23 and run until June 1. Classes needing to make schedule changes or any out of county classes will use early June dates. We have 4 schools registered for the kindergarten program so far. We have not heard from the Arts Council yet regarding CAD grant money for kindergarten. I spoke with Heather and the committee will be meeting this week to make decisions. We do have \$1500 committed from United Way and several hundred more from private sources. The Country Thyme Gardeners will pay for 2 kindergarten classes. We received an e-mail from the MD agriculture people that our grant application is still under consideration.

We are working on some new activities for the fifth grade program as last year we had 2 hours of soil activities that we were making up from the year before. This year we need a whole day of cell and microscope activities. We are trying to keep material costs to a minimum, but we need to order a few more field microscopes at a cost of about \$150.

Weekend activities begin on Saturday with Trail Day. We have some fence repair and chain saw work, and we need to empty the barn. We need lots of volunteers to accomplish all this. The SWAT Clean-Up is September 19. We will have a booth at Family Farm Day at Rumbleway Farm on September 27 from 1 to 5 pm. The Fall Leaf Walk is scheduled for October 17. We will have a hayride on October 23 at 6:30 followed by a campfire. We are hosting a Girl Scout Fall kick off on Sunday October 25. The Waterfowl Festival has asked us to participate in spite of not giving us a grant this year. I accepted in the hope of receiving money for next year. They are going to try reducing the price to their first year price, \$10 per person to encourage attendance this year. The dates are November 13-15.

June and I will attend the United Way kick-off luncheon on Tuesday, September 15. I will be speaking at the Boy Scout roundtable in North East on September 14. Letters will go out to area Lions Clubs in the next week or so requesting contributions and offering to speak. If you have any other ideas about who to approach let me know.

EXPENSES 2009	Annual Budget	Jan-Aug 2009	Proj Sep-Dec	Proj Full Year	2008
Workman's Comp	2,500	664	689	1,353	
Liability Insurance	2,185		2185	2,185	
Insurance Other	1,050		350	350	
	<u>5,735</u>	<u>664</u>	<u>3,224</u>	<u>3,888</u>	
CPA	1,000	420		420	
Consulting	0			0	
Professional Other	400	200		200	
	<u>1,400</u>	<u>620</u>	<u>0</u>	<u>620</u>	
Licenses & Permit	510	35	0	35	
Professional dvlpmt	300	0	0	0	
Public Relations & Prof. Assoc.	350	627	0	627	
Website	179	291	72	363	
Sales Tax	30	0	0	0	
Greenfest	1,000	3,593	0	3,593	
Training	1,000	175	0	175	
Office Supps	750	764	382	1,146	
Printing	0	81	41	122	
Postage	500	288	144	432	
Phone	1,920	1,138	621.88	1,760	
Bank Fees	0	36	0	36	
Fuel Oil/Electric	5,268	2,246	2524	4,770	
Repairs & Other	1,500	115	0	115	
Office Equipment	2,049	1,769	480	2,249	
Uncategorized	0	1,563	782	2,345	
	<u>15,356</u>	<u>12,724</u>	<u>5,047</u>	<u>17,770</u>	
Programs (Salaries & Expenses)					
Office Cleaning	2,053	1,146	573	1,719	
Members Program	2,700	661	400	1,061	
Outdoor School	52,732	23,428	23,428	46,856	
Summer Camp	14,430	8,801	0	8,801	
Outreach	6,582	4,679	0	4,679	
	<u>78,497</u>	<u>38,716</u>	<u>24,401</u>	<u>63,117</u>	
Payroll Tax	0	5,981	4,199	10,180	
	<u>78,497</u>	<u>44,697</u>	<u>28,600</u>	<u>73,297</u>	
Total Expenses	100,988	58,704	36,871	95,575	102,518
Total Profit	-100,988	11,134	-14,071	-2,937	6,570

Fair Hill Nature Center
 2009 Operational Expense Budget
 Jan 1 - Dec 31, 2009

for 2008, 5277 eliminated for
 calendars from rev & exp

REVENUE	Annual Budget	Jan-Aug 2009	Proj Sep-Dec	Proj Full Year	2008
General		1,743		1,743	
Internet Shopping Rebates		73		73	
Gift Shop		626		626	
Donations Restricted		10,000		10,000	
Donations Other		3,297		3,297	
	<u>0</u>	<u>15,739</u>	<u>0</u>	<u>15,739</u>	
United Way - DE		1,300		1,300	
United Way - MD		750	800	1,550	
United Way - Other		1,323		1,323	
	<u>0</u>	<u>3,373</u>	<u>800</u>	<u>4,173</u>	
Soil Conservation Grant		4,500	4,500	9,000	
Cecil County Arts		0	2,500	2,500	
	<u>0</u>	<u>4,500</u>	<u>7,000</u>	<u>11,500</u>	
Membership Dues		2,170		2,170	
Membership Other		190		190	
Members Programs		467		467	
Green Fest		9,036		9,036	
Frog Frenzy		251		251	
	<u>0</u>	<u>12,114</u>	<u>0</u>	<u>12,114</u>	
CCPS Off-Site		300		300	
CCPS		15,000	15,000	30,000	
CC Private Schools		408		408	
Out of County Schools		516		516	
Outreach		2,208		2,208	
Summer Camp		15,680		15,680	
	<u>0</u>	<u>34,112</u>	<u>15,000</u>	<u>49,112</u>	
Total Revenue		69,838	22,800	92,638	109,088

Greenfest Direct Profit
Summer Camp Direct Profit

5,443
6,879

NOTE: This is direct profit which means no overhead from the center is included.