

## **Mystic River Watershed Association Board of Directors Meeting - December 15, 2016**

**In Attendance:** John Reinhardt, Mark Jacobson, Michael Fager, Patrick Herron, Minka VanBeuzekom, Debbi Edelstein, Shannon Ames, Karen Grossman, Caroline Broderick.

The November minutes were approved by a vote of 6-0 with 1 abstention.

### **Treasurer's Report**

Treasurer Minka VanBeuzekom presented a monthly report to the board and submitted printed copies of the report.

We could not do an income v. budget report this month. The Treasurer presented balance sheet and income statement.

The 2017 budget was approved by a vote of 9-0

### **Executive Director's Report**

Executive Director Patrick Herron presented his monthly report to the board and submitted copies of the report via email and printed copies.

New donor management software could free up Kim to do more high level work. We estimate it would cost \$3000 per year.

Patrick and Shannon will talk about Spectra and Eversource projects.

### **Schedule of 2017 Board Meetings**

*February 16th*

*April 20th (This is school vacation week so I will not be here. Can someone else do the minutes?)*

*June 15th*

*September 21 (Rosh Hashana)*

*October (Annual Meeting- Date TBD)*

*December 21*

The board voted 9-0 to add Patrick Herron to the Nominating Committee

Board voted 9-0 to establish an account with the Community Credit Union.

The Board voted 9-0 to approve the following motion

At the duly authorized meeting of the Board of Directors of the Mystic River Watershed Association held on December 15, 2016, in accordance with the bylaws of said corporation, it is voted that Patrick Herron, the Executive Director of the Corporation, be hereby authorized to execute contracts and bonds on behalf of the Corporation and that such execution of any contract or obligation in this Corporation's name on its behalf by the person so authorized shall be valid and binding on this Corporation.

The Board Voted 9-0 to approve the motion below to authorize signatures for financial transactions.

That effective January 1, 2017, the Board of Directors of the Mystic River Watershed Association, authorizes the following individuals to:

1. Sign checks on the Organization operating accounts, with the limitations below:

Minka VanBeuzekom, Treasurer

Patrick Herron, Executive Director

Limitations applying to the checking account:

- Two signatures are required on checks over \$5,000
- Checks cannot be signed by the person to whom they are payable
- A Board Member must sign checks payable to the Executive Director

2. Transfer funds into and between investment accounts and from investment accounts to the operating account, authorize the sale of gifts of stock, and manage transactions related to the Charitable Remainder Unit Trusts:

Minka VanBeuzekom, Treasurer

Patrick Herron, Executive Director

The Board Voted 9-0 establish the committees below with the following members:

i. Development: Shannon; Karen, Shellie

ii. Finance: Minka; Caroline, Bindi, Josh, (Check on Brian Kindorf)

iii. Governance -Debbi; Michael, Shannon, Patrick, John, Mark

First step for Committees:

i. Draft bullet points on what your committee will be responsible for

ii. Draft priorities in preparation for developing a 2017 work plan with

schedule, milestones, and draft outputs for full Board consideration at the December Board meeting

The Board had a discussion on the function of the Executive Committee and whether it is needed. In the future the full board should delegate a task to the Executive Committee.

Respectfully submitted by Mark Jacobson, Secretary