

Reversing Falls Sanctuary
Minutes of the March 23, 2020 Board of Directors Meeting

Present in phone conference: Daksha, David, Gary, Kathleen, Lisa, Martha, Ralph, Sheila

Facilitator: Daksha

Recorder: Lisa

- 1. New board members:** Dee and Camilla haven't said no. Daksha will send RFS informational materials to Camilla. Sheila will join the board without any particular duties expected.
- 2. Building security:** It was decided to lock the building and temporarily restrict access only to individual board members as needed to perform necessary building maintenance tasks.
 - a. David will install lock on back door, copy and distribute keys to board members.
 - b. Kathleen, being closest, offered to go into the building as needed.
- 3. New Treasurer:**
 - a. Current balance is \$28,882.86 (from Karen's email).
 - b. Ralph volunteered to act as treasurer. All are thankful.
 - c. 3 annual items to file that have been done by Doug will fall under the secretary's duties.
 - i. Charitable Organization License with the State of Maine
 - ii. Annual Report with Secretary of State
 - iii. Form 990-N with the IRS
 - d. New bank account: Open with Camden National Bank so that branch banking can be done easily by Ralph.
 - e. New credit card: Credit card use should be limited to purchases that are communicated with Ralph first.
 - f. New mailing address: Daksha will open a PO Box in Blue Hill for all RFS mail, including donations. Procedure for processing donations will come later.
- 4. Request from Carol Gregor:** Via email. Requested \$2000 for mask/shield making for medical use. We would like more information, and direct input from Dr. Murnik to clarify how the money will be used and if the masks will be useable/used. We will suggest that we can put \$250 in reserve as seed money for the project, pending more information. Daksha will email Carol.
- 5. Steeple fundraising:** As far we know, the grant Dee is working on is still in process. All other activities are on hold.
- 6.** Gary shared his thoughts and feelings about how well the fledgling RFS board is doing, especially considering the uniqueness of the organization.

Next meeting: TBD/via phone

Facilitator:

Recorder:

Respectfully submitted by Lisa Mazzarelli, 3/23/2020.

