

SILVER BAY COUNCIL MEETING MINUTES AND RECEPTION NOTES

Council Meeting

May 20, 2017

7:00 p.m. Watson Arts Center

WELCOME - ATTENDANCE ROSTER - ANNOUNCEMENTS:

- President Elyce Brown opened the meeting thanking everyone for working hard. She commented on the weather being perfect and things going smoothly. It was announced that the Leadership Meeting would be held Sunday Morning at 8:30am and that all are welcome and comments and suggestions help us to keep improving things
- The attendance roster was passed around for updates and corrections
- Motion was made to adopt the Agenda for the meeting. Motion was seconded by Carolyn Olsen. All voted and motion passed

ADMINISTRATION REPORT: COO Carolyn Close reported on the status of initiatives and operations at Silver Bay

- The facilities Team meets to talk and list priorities and projects to be accomplished
- Bayview: first floor lakeside rooms have new windows and ceiling fans were installed in 2nd floor lakeside rooms
- Paine Hall: Board Members had a tour of Paine Hall; moisture collects on the plaster and lath walls and therefore paint is peeling; some patching and painting have been done and one ceiling was replaced; all but one bathroom have been improved with some new shower stalls
- AED: decisions are being made as to what staff should receive the AED training
- Oneida Bay Cottages: foundations have been fixed and knotty pine installed in some interiors; Hartford Cottage has a new kitchen and Charter Oak exterior was painted; we hope to keep going with these improvements
- Fitness Center: Thanks to a generous donor the fitness center will receive a whole new set of equipment with Precor machines and the old Cybex equipment will be donated to a local school; 2 treadmills will be replaced, the life cycle will be replaced (the equipment being replaced is from 1995)
- Oak: A donor provided for Air Conditioning to be installed in Oak Cottage
- Children's Pavilion: the building is being painted and air conditioning will be installed
- Morse Hall: the old deck has been removed and we will give the area a rest for a year then a new deck will be installed; new windows will be installed in Morse thanks to the endowment for the building
- Golf Carts: More golf carts are coming
- Boathouse: A new rescue boat is expected
- A donor has provided for a new outdoor water fountain for the tennis area
- The summer breeze is already out much sooner than ever; the format has been changed and it is hopefully more user friendly (in the Craft Shop section the chair caning project sponsored by the Council is mentioned)

- Summer Staff: there is still some need in food service and maintenance; international students will be staying longer
- Ticonderoga Teen Center serves grades 6-12 and 47% of the kids in the district are registered in the program
- Looking Ahead: there will be a quick change after labor day in a few days to a temporary kitchen as the dining room will be demolished in preparation for the new center; the current dining room has failing equipment but the items we have had to purchase can be used in the new facility; since the minimum wage will be increasing to \$12.00 an hour over the next few years we need to increase the amount of business on campus throughout the year
- We are all very excited about the new center and all the possibilities for the future.

OFFICER AND COMMITTEE REPORTS

Treasurer: Jane Sheldon provided the following financial update:

CHECKING ACCOUNT	\$	
Balance as of October 8, 2016		<u>13,041.98</u>
Less purchase of 30 cane seats for porch rockers		(1,268.00)
Less purchase of AED		(2,049.00)
Plus funds from sale of silver candlesticks*		114.00
Plus funds from sale of 8 T-shirts		80.00
Balance as of May 20, 2017		<u>9,918.98</u>
SAVINGS ACCOUNT - As of May 20, 2017		<u>258.27</u>
TOTAL CASH ON HAND		<u>10,177.25</u>
Less amount held for expenses		(1,000.00)

TOTAL AMOUNT AVAILABLE FOR ALLOCATIONS	9,177.25
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*Jean Walker sold donated candlesticks on E-Bay for best price

Peter Myers asked why there is so little in savings and Jane responded that we had allocations to greenhouse and needed more in checking

Allocations: Katie Calendrillo reported that there were no allocations requests at this time

Membership: Jane Sheldon nominated the following for membership

- Ameer Holla – a dual citizen of Canada and the Us and was involved in nature’s classroom
- Resolution: nomination was seconded by Pam Fisher and all voted in favor
- Tom Ertzgard is interested in joining. If anyone knows Tom we hope you will encourage him to come to Council meetings and events.

Tidy Time committee Reports: Penny thanked all for coming and doing a great job

Light Duty: Faith Steinfort

- we had 11 people and several projects: 4 on curtains, 4 on cottage inventory (7 cottages done), people did cleaning toys, folding laundry, office work and dining hall: some of the youth helping were Jennifer Duby, Lucy and Keith Wattenbarger were a great help at the children pavilion and helped in the afternoon as well, Amelia and Ingrid Colafati, Elizabeth Brown and Caroline Loane helped with weeding

Special Projects: Peter Myers

- Volunteers worked on 20 garbage can containers, boards in the dining room walkway were replaced and some chair caning was done

Gardens: Elyce (Sandy Swanson)

- We did not have as large a team as usual ; horseweed was really pervasive; we weeded the Inn and Tetz garden, some annuals were planted

Trails: Bob Steinfort

- We are now called the bartenders; 8 people worked and we checked about 48 waterbars. All are rocked. All had fun

Rob Fisher presented his multimedia program *Waterbars of Silver Bay*...beautiful fall pictures of each waterbar taken while Rob walked the trails....He dedicated the program to the council and all that they do to help Silver Bay

ADOPTION OF OCTOBER MINUTES:

- Motion was made by Elyce Brown to accept the minutes of the May Meeting
- Motion was seconded by Carolyn Olsen. All voted and motion passed

OLD BUSINESS:

Cookbook:

- Katie Calendrillo is sending an email out to members and will put together recipes; we hope to be able to sell the cookbooks in 2018
- Comment: Sherri Wright suggested getting recipes from some of the international students. Carolyn Close said she will email international EMPS about contributing

Mohican Cruise as a fundraiser:

- we have conflicting reports as to the actual cost of reserving the Mohican and that would have to be clarified before pursuing the idea

Porch Sale:

- Questions were raised about the porch sale: Elyce said it will be the 2nd Wednesday and will be held only one week. Ann Erling suggested a simple puzzle that people might like to buy. Elyce said she would try to get information

Council Stickers or pins:

- It is nice to have something to wear to identify us as Council during the summer. Another possibility would be a lanyard that says Council. Carolyn Close suggested we look up the cost and

we could get lanyards to people in August; Ann Erling asked if they could be left at the Inn desk for people to pick up and Elyce suggested we be sure we do not make extra work for Silver Bay staff; Carolyn suggested telling people to keep them in their car

- Peter Myers asked why badges only have a name on one side. Carolyn Close explained that right now that is the best process we have...it was asked if there was any way they could be used from year to year by changing the dates on a barcode. Carolyn said that the whole system is new and they don't really know all the specifics yet

QUESTIONS AND DISCUSSION:

- Question was asked if the October tidy time weekend will happen in the fall. Carolyn explained that it will happen and there will probably be a temporary kitchen and we may be eating in shifts.
- Question was raised about the greenhouse and the gardens. Carolyn explained that we are outsourcing areas and that we are moving to more perennials. We will not replant the cutting garden because that is labor intensive. We will use local people for floral arrangements for the chapel etc. We will have a summer garden staff for weeding and watering. We hope that way to take the year round salary and garden money and get more bang for our buck. We do not need to grow plants from seeds so there is no need for a greenhouse at this time. It does not make sense and some of things we have purchased for the greenhouse could be sold. Silver Bay would like to take the money and use it for gardens buy possibly making a garden shed in the parking lot for all the gardening equipment. Another thought is to have a section for council tools to be stored. Also to lighten the load for summer garden person by getting drip lines, soaker hoses and timers. All this will reduce the need for salaries. If we choose to do a shed it could become a council work weekend project
- Carolyn indicated that she was available at lunch on Sunday for anyone who wanted to talk about the issue of the gardens and greenhouse.
- Jane Sheldon asked about putting the garden shed so far away in the parking lot....Carolyn explained that eventually all of maintenance will be moved out of the center part of campus and will be out near the parking lot. Sshe indicated that housekeeping will move to where maintenance currently is and CSU will go into housekeeping area. There will be a lot of adjusting and working around things also during construction
- Pam Fisher asked if all the gardens are outsourced and Carolyn responded that only the main ones. Pam also brought up the Bayview parking lot being so muddy and Carolyn responded that they are aware of it and discussing solutions. Pam asked if the Bayview lot would be ready for summer and Carolyn responded that it probably would not
- Tom Cole asked what security is like at the parking lot. Carolyn responded that we have cameras but the system is not ready yet. The town is putting cameras on 9N which will be helpful.....we are also looking into having cameras in the gift shop
- Elyce Asked who should be point person on the lanyard situation and Carolyn responded to start with her. Elyce indicated she was willing to work on that with Carolyn
- Elyce indicated that there were some thoughts about changing the name of council to something more welcoming and that people should think about that.
- Pam Fisher asked about sending out email reminders about council events. Elyce responded that we have discussed more frequent emails or snailmail and that we want to talk to Carolyn about a more regular schedule. Carolyn responded that several emails had been sent out. Jane commented that everyone should check that the email is correct on the roster. Carolyn indicated that they try

to email everyone who has ever been on council. She said that an article about council had been put into the Silver Bay literature. It was mentioned that we have a facebook page but it does not get much traffic. Pam suggested people check their junk mail folders. Carolyn said we could look into council having their own email and that the volunteers have tried that. Carolyn Olsen said she tried that in business and it did not work

FUTURE DATES:

Annual Meeting is Thursday, August 10, at 4pm in Watson. Carolyn said it is listed in the Breeze

Fall Council Meeting is October 7, 2017, 7pm

THANKS AND ADJOURNMENT

Elyce made a motion to dismiss the meeting. Motion was seconded. All voted and motion passed.

NOTES FROM THE BOARD AND COUNCIL RECEPTION

May 20, 2017 4:30 p.m. Store

President of the Board Mike D'Atilio welcomed everyone. He expressed appreciation to the council members for their efforts to help Silver Bay. He thanked Carolyn for the socials idea and thanked Steve Tamm for his email updates.

Council President Elyce Brown greeted everyone. She mentioned that the social is a good way for people to get to know each other. She indicated that in spring the number of volunteers for tidy time weekend is lower but that we got a lot done. The work projects included weeding, making wooden boxes for garbage cans, cutting and sewing curtains for Paine Hall, office work, cottage inventories, and work on the trails. Elyce indicated that the council is looking into new fundraising ideas people should always feel free to contact her with comments and suggestions. She reminded everyone that the council meeting is open to all.

Executive Director Steve Tamm greeted everyone saying it was so nice to see the variety of volunteers that are so helpful to Silver Bay. He appreciates the time, energy and talents of the council and volunteers.

A broad picture update: new windows for Watson and part of Bayview, new ceiling fans for Bayview, the Children's Pavilion will have air conditioning, a donor has provided for air conditioning for Oak cottage. We have had water pipes from 1928 that have needed to be replaced.

The new center (The William Boyd Center) received a major gift of \$4 million. The waste water project still has work to do with zoning board and planning board meetings coming up. Everything is going well and we will be breaking ground in the fall with a ground breaking ceremony on August 6. Today the Board made decisions to ensure it goes forward We have raised over \$21 million for all the projects and still need more We have approved that we will take out a loan to make it all happen. There are risks in taking out a loan but there are also risks in not doing the project . We need to move forward to stay vital

In tandem with the new center the Board is looking at the strategic planning process. Looking at what we have done and where we are going. The details on this will be rolled out this summer

Questions and Discussion:

Lew Rarig asked a question about food service during construction. Response was that September 5 we start demolition and will have a temporary kitchen. We are analyzing guest load and will determine the best course of action. Eating can be done in Gullen lounge which can hold a maximum of 200 and we can consider a 2 seating model. We must also plan for the contingency if the building is not done on time. We can do a tent outside if necessary

Ann Erling asked about the approval process. Response is that APA has jurisdiction and that we have an agreement with DEC of how this will work and the specifics of waste water will come out later

Jane Sheldon asked if the ERC would be affected. Response was that at this time there are no plans that the ERC would change in any way. The Board committee on Long Range Campus Development will be looking at priorities after the new center for the overall health of the campus

Elyce Brown said that her daughter comes to Nature's Classroom and was wondering if that program will be as usual this fall. Response is that Silver Bay has tried to be proactive and been in contact with people. Some people have to be turned away like weddings or groups of a certain size.

Judi Rarig asked if they thought the center would be ready for next summer. Response was yes.

Steve thanked everyone for being here and hopes all have a nice weekend.