

**Girl Scouts of Eastern South Carolina**

Board of Directors Meeting

August 15, 2009

Girl Scout Service Center

2412 Pisgah Road, Florence SC

**MINUTES**

**PRESENT**

Ruth Metzger, Board Chair  
Pam Floyd, 2<sup>nd</sup> Vice Chair  
Cindy Floyd, Secretary  
Mary Ann Mack  
Cliff McBride  
Ben Brazell via phone  
Edna Edwards Williams

Tom Ewart, 1<sup>st</sup> Vice Chair  
Lisa Safford, 3<sup>rd</sup> Vice Chair  
Belinda Copeland, Treasurer  
Connie Drew  
Ruby Gibbs-Williams  
Jennifer Moffett via phone

**VISITOR**

Audrey Tamekazu, Elliott Davis

**STAFF**

Loretta Graham, CEO  
Amyie Purpura, CFO  
Debbie Persin, EA

Melissa Cox, COO  
Cindy Watson, DAS

**CALL TO ORDER**

The meeting was called to order at 10:05 a.m. by Board Chair, Ruth Metzger. A quorum was present at the meeting.

**AUDIT REPORT**

Belinda Copeland introduced Audrey Tamekazu the auditor from Elliott Davis. Highlights of the audit were briefly discussed as well as the control deficiencies that were noted in the Board and Management Letter (draft) that was handed out.

**CORRESPONDENCE /APPOINTMENTS/RESIGNATIONS**

Ruth Metzger reports that Jane Locke resigned her position as co-chair with the Fund Development Committee. We will be looking for a replacement co-chair to serve with Ruby Gibbs-Williams.

Pam Floyd has the recommendation of Jennifer Moffett, from the Board Development Committee to fill a vacancy on the Board of Directors.

Recommendation is coming out of committee so no second is needed. All were in favor of appointing Jennifer to the Board until she can be elected at the Annual Meeting.

***Audit Discussion***

Executive Session was held and upon returning to the regular session additional discussions took place.

There was further discussion of the audit on the length of time that it took to do the audit and the cost. The decision needs to be made on whether to use the same auditor next year.

Tom Ewart motioned that staff be given the authority to negotiate with Elliott Davis fees for this year, hold them accountable to that, report through the audit committee their findings, the audit committee is to act on that through our executive committee and allow them to reconcile the bill for this year.

Considering that is done in equitable manner, Tom recommends a second recommendation that we re-engage Elliott Davis with staff, again, working a contractual arrangement through the audit committee and the audit committee come back to the Board for approval for engagement next year, via electronic e-mail for confirmation, and to have that done within 30 days in order for us to have a consistent audit going forward for the organization.

It was seconded by Ruby Gibbs-Williams and was accepted unanimously.

## **CONSENT AGENDA**

The Plan of Work 2010 was removed for further discussion.

Pam Floyd motioned to accept the two remaining items, the May 16, 2009 minutes and the membership report as submitted. It was seconded by Lisa Safford. All were in favor of approving consent agenda as amended.

### ***Plan of Work 2010***

Under membership/adult development Pam Floyd feels that 1. Training should be listed as an objective and 2. POW does not say anything about how to increase adult membership in general.

Melissa Cox explains that we will be piloting a new training program in four service areas (Horry, Florence, Orangeburg, and Berkeley Counties) for the upcoming year. The training will merge three mandatory trainings into one, intro to GS – leadership essentials – grade level, from 7 hours down to 3 hours. We think it will be very successful. Pam asks for the definition of Market Share. Melissa explains that it is a term that GSUSA uses to gauge our membership based on the potential girls that we have in each area and the actual number of girls that we are serving.

Belinda Copeland motioned to approve the Plan of Work 2010. It was seconded by Cindy Floyd and was accepted unanimously.

## **COMMITTEE REPORTS**

### ***Property***

Lisa Safford reports that the law suit has been filed on the Florence Service Center building.

Cindy Watson gave highlights of her report. She was told by Mr. Whitlock (construction) that the structure was safe for staff to work in, although Ruth would like to have that in writing as well as if there is anything else we need to do to protect the building. We do not want to do anything that would void lawsuit, but we also want to protect our assets and staff.

Lisa also reports that:

- \*The pool repairs at Camp Low Country are completed.
- \*Dining Hall roof at CLC needs to be replaced and will be part of capital budget if approved.
- \*Daycare looking at (to lease) office on Cross County Rd.
- \*Sandy Ridge has no issues to report, although the camp needs some new equipment that will also come from the capital budget if approved.

### ***Treasurer's Report/Finance***

Highlights of the treasurer's/finance report was given by Ben Brazell. He gave a brief explanation of the treasurer's report and finance statement provided in the Board packet. Ben comments that there have been discussions with the finance committee about putting aside funds for capital improvements.

### ***Budget***

Loretta Graham reported that the finance committee approved the budget also provided for your review to vote on.

Ruby Gibbs-Williams motioned to approve financial reports and budget. It was seconded by Pam Floyd. All were in favor of approving the budget and financial reports.

### ***Fund Development***

Ruth Metzger highlights the Adult Giving Campaign. The mission is to ASK every family of every girl, lifetime members and alumni. United Way's regulations prevent us from asking others. A brochure and a letter from Loretta will be distributed to every family. The envelopes provided will come back to the girls for credit. This is a model used by many Girl Scout councils. The ASK will be made by a volunteer. Loretta comments that we hope to get the entire council engaged in this.

Ruby Gibbs-Williams mentions that Death by Chocolate is the last fundraising event for the fiscal year and we need all your support. She emphasizes the importance for Board members to attend these events to help us to be more visible in the community.

Ruby gives a brief rundown of income:

United Way income: Barnwell-\$1,100; Chesterfield-\$700; Darlington-\$1,000; Dillon-\$250; Florence-\$17,000; Georgetown-\$2,000; Horry-\$20,000.

Grants received from GSUSA: Lego-\$10,000; Journeys-\$10,000; Working on Discover, Connect, Take Action-\$18,000; In conjunction with Death by Chocolate asking for \$10,000 from Verizon-Pending; in a letter to Clyburn asking for \$350,000; Julie Bell (field director for Hilton Head) is working on the Coastal Community Foundation grant (Beaufort area) ... could get up to \$15,000.

### **CEO REPORT**

#### ***Management Report***

Pam Floyd would like to know why so many program events have been canceled. Loretta and Melissa explained that the main issue comes from low membership numbers. In the future, Loretta would like to see less council events and more service area events.

#### ***Report on GSUSA Council Performance Indicators***

We passed with flying colors and we will be getting our Charter.

### **ADJOURNMENT**

Pam Floyd motioned to adjourn the meeting at 1:20 p.m.

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**Girl Scouts of Eastern South Carolina**  
Board of Directors Meeting  
May 16, 2009

**MINUTES**

<b>PRESENT</b>	Ruth Metzger, Board Chair Lisa Safford, 3 <sup>rd</sup> Vice Chair Belinda Copeland, Treasurer Ben Brazell, Finance Committee Chair Helene Carter Connie Drew	Pam Floyd, 2 <sup>nd</sup> Vice Chair Cindy Floyd, Secretary Ruby Gibbs-Williams Mary Ann Mack Margaret Felder Wilson Cliff McBride
<b>VISITORS</b>	Dena Altman, BDC	Binkie Gibson, NOV
<b>STAFF</b>	Loretta Graham, CEO Debbie Persin, EA	Melissa Cox, COO

### **CALL TO ORDER**

The meeting was called to order at 11:15am by Board Chair, Ruth Metzger. A quorum was present at the meeting.

### **ATTENDANCE/INTRODUCTIONS**

Ruth Metzger introduced guests Dena Altman from the Board Development Committee and Binkie Gibson (NOV) who is here to do the Board Orientation Training and will be doing the Board Development Training after the meeting.

Introductions were also made from the Board and Staff members present.

### **CONSENT AGENDA**

**MOVED** by Pam Floyd to approve Consent Agenda as submitted. It was seconded by Ruby Gibbs-Williams and was accepted unanimously. **CARRIED**

### **CORRESPONDENCE/APPOINTMENTS/RESIGNATIONS**

Helene Carter takes Oath of Office as a new Board Member-at-Large, and Ruth presents Helene with Board pin.

Belinda Copeland agrees to Chair the Audit Committee and Mary Mack agrees to Chair the Policy Task Force. The chairs that were appointed at the last Board meeting for the following committees are: Property – Lisa Safford, Governance – Edna Edwards Williams, Fund Development – Ruby Gibbs-Williams and Jane Locke. Also, continuing for another year: Finance Committee – Ben Brazell, and Friends of Richmond Task Force – Jane Locke.

**MOVED** by Cliff McBride to approve appointments for the committees as presented. It was seconded by Ruby Gibbs-Williams and was accepted unanimously. **CARRIED**

Ruth briefly discusses Conflict of Interest Guidelines provided in Board packet.

### **COMMITTEE REPORTS**

#### **Treasurer's/Finance Report**

Highlights of the Treasurer's Report were given by Ben Brazell (from March and April finance statements). Ben explains that in the expanded finance statement, we've added some columns and tried to get a little more clarification as to where we are through out the year and how it relates to our budget numbers, to look at on a monthly basis to make sure we are on track. He also explains that there is an added bonus column, done as a result of a meeting where we have now revised the budget. The year-to-date budgeted number will go away

and the revised annual budget will take its place. The variance will be to the new budget so we know where that's at.

Because of the economy, Cindy Floyd suggests reviewing our investments to see if any changes need to be made. Another suggestion was made from Lisa and Belinda to invite Mary Condon Moore from Merrill Lynch to the August Board meeting.

Ruth comments that she would like to see new members involved with the Finance Committee.

**MOVED** by Pam Floyd to approve the Finance Report as presented. It was seconded by Cindy Floyd and was accepted unanimously. **CARRIED**

### **Fund Development Report**

Highlights of the Fund Development Report were given by Lisa Safford. Lisa reports that we have 4 events 2 of which have taken place and 2 are outstanding. The Women of Distinction in Charleston brought in \$5400 and the Women of Distinction in Florence made \$14,500. For the Girls Golf Tournament is scheduled for August 1<sup>st</sup> in Pawley's Island and Death by Chocolate will be held September 24<sup>th</sup> in Hilton Head.

Marketing: Lisa reports that our first E-newsletter was sent in April to people in Personify, but everyone on the Board did not receive it. Numerous reasons were discussed as to what the problem(s) could be.

Lisa reports that our goal for Grants is \$98,600 and to date we have received \$22,750. Our Annual Giving Campaign goal is \$38,400 and year-to-date we have received \$14,567.

Ruth Metzger would like to have an Adult Giving Campaign with a co-chair from the Board to ask for funds from every registered adult, parents, supporters, trainers, etc. She would like it to be "rolled out" at the Kick-off on August 8<sup>th</sup>.

Connie Drew suggests listing silent auction on-line ahead of time, would get higher bids.

Helene Carter makes a suggestion of writing a script and training some of the older girls to do a phone-a-thon, and explains that we could have another annual event or fund raiser.

### **CEO/BOARD CHAIR REPORT**

Loretta Graham discussed highlights of the Annual Meeting and thanked the Board for all their support. She had brief discussions on several topics:

\*We have a new phone system, at no additional cost, and no longer long distance between Florence and Charleston. All we do is dial extension numbers!

\*Audit should be complete by May 30<sup>th</sup>, with additional cost.

\*Engineers have inspected the office building in Florence and reports that extensive repairs need to be done with the outside loose stucco and water damage. We are waiting to receive the final report to proceed with lawsuit.

\*The office building on Cross County Road has not been sold or leased.

\*Pool repairs will be complete for the start-up of camp.

\*The CPI formerly known as CPA is due July 10<sup>th</sup>.

\*Still working on last year's cookie debt (over \$100,000), but focused on this year (\$50,000), letters have been mailed and our next step is to go to court.

\*Cut \$500,000 from deficit. Five staff members and hours were cut the end of April.

\*In membership we have over 7,000 girls and over 3,000 adults registered so far this year.

\*Loretta encourages Board members to visit both camps to see first hand what the girls are doing.

\*We will have our Staff Training/Retreat May 21<sup>st</sup> and 22<sup>nd</sup> in Myrtle Beach.

Loretta comments that over all, we are moving forward.

Ruth Metzger appointed Lisa Safford and Pam Floyd as co-chairs to help her with the Adult Giving Campaign discussed earlier in the meeting.

Loretta asks the Board, what are they hearing and seeing in the community about Girl Scouting and the direction it is going. Some answered that we need more visibility within the community, need PSAs running year around, girls receiving Gold Awards should have more publicity with the media.

## **ADJOURNMENT**

**MOVED** by Pam Floyd motioned to adjourn the meeting at 1:15pm. It was seconded by Cliff McBride.

**CARRIED**

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### **Special Board Meeting – April 29, 2009**

#### **Via-Teleconference**

#### **MINUTES**

**Purpose of the Meeting:** Revise 2009 Operating Budget

**In Attendance:** Ruth Metzger, Tom Ewart, Pam Floyd, Lisa Safford, Belinda Copeland, Ben Brazell, Ruby Gibbs-Williams, Connie Drew, Wayne Moseley (Board Development Committee), Melissa Cox (COO), Amyie Purpura (CFO), and Loretta Graham (CEO)

**Call to Order:** The meeting was called to order by Loretta Graham, CEO, at 6:00 pm.

Loretta reviewed the revised 2009 operating budget with income reduced by \$648,564 and expenses reduced by \$512,722; still leaving the council with a deficit of \$135,842 for year ending September 30, 2009.

In order to make budget revisions five (four full-time and one part-time) positions had to be cut, the offices have to be closed on Fridays from May 1 to September 30, 2009 with staff salary cuts of five hours per week. Tom Ewart recommended that we submit a request for federal money from Representative Clyburn building our case on how our budget shortfall is affecting girl programs and costs associated with providing these programs.

A motion was made by Belinda Copeland and seconded by Ruby Gibbs-Williams to accept the revised budget. The motion was approved unanimously.

The meeting was adjourned at 6:40 pm.

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### **Special Board Meeting – April 14, 2009**

#### **Via – Teleconference**

#### **MINUTES**

**Purpose of the Meeting:** To discuss the investigation and possible litigation concerning the Florence Service Center structural issues related to the use of synthetic stucco.

**In Attendance:** Tom Ewart, Pam Floyd, Lisa Safford, Cindy Floyd, Belinda Copeland, Many Ann Mack, Ruby Gibbs-Williams, Edna Williams, Ruth Metzger, Ben Brazell, Finance Chair, and Loretta Graham, CEO.

**Absent:** Jane Locke, Leigh Meese and Mary Caroline Stewart.

**Call to Order:** The meeting was called to order by Board Chair Ruth Metzger at 5:30pm.

A motion was made by Pam Floyd and seconded by Ruby Gibbs-Williams, to move forward with the investigation and possible litigation by signing the Fee Agreement with the Thurmond Kirchner & Timbes, P.A.

law firm. It was also agreed that with the assistance of Mr. Kirchner, members of the Board and/or the CEO will communicate with the contractor who built the building, concerning our intent to seek compensation for our damages through legal means.

The motion was approved unanimously.

The meeting was adjourned at 6:10pm.

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Board of Directors Meeting  
March 21, 2009

**MINUTES**

**PRESENT** Ruth Metzger, Board Chair  
Lisa Safford, 3<sup>rd</sup> Vice Chair  
Belinda Copeland, Treasurer  
Ruby Gibbs-Williams  
Mary Ann Mack  
Pam Floyd, 2<sup>nd</sup> Vice Chair  
Cindy Floyd, Secretary  
Jane Locke  
Edna Edwards Williams

**STAFF** Loretta Graham, CEO  
Debbie Persin, EA  
Melissa Cox, COO

**CALL TO ORDER**

The meeting was called to order at 10 am by Board Chair, Ruth Metzger. A quorum was present at the meeting.

**CONSENT AGENDA**

Pam Floyd motioned to accept the Consent Agenda as presented. It was seconded by Belinda Copeland and was accepted unanimously.

**CORRESPONDENCE/APPOINTMENTS/RESIGNATIONS**

Ruth had three resignations from the Board to report: Sandra Klein effective immediately (Feb. 13<sup>th</sup>) and effective at the Annual Meeting (April 25, 2009), Leigh Meese and Mary Caroline Stewart.

There will be changes in Board Committee Chairs and Ruth would like experienced Board members to step-up because it helps us with continuity.

Property Chair-Lisa Safford

Governance Chair-Edna Edwards Williams

Fund Development Chair-Jane Locke and Ruby Gibbs-Williams (Co-Chairs)

**COMMITTEE REPORTS**

**Treasurer's/Finance Report**

Highlights of the Treasurer's Report were given by Lisa Safford. Lisa states that we have paid off the balance of the line of credit that we have with First Reliance Bank based on receipt of cookie money. Lisa explains that one large expense item came from the property tax (almost \$11,000) on the Dorchester Road office – we will get a credit of 5 – 6 thousand dollars back at the end of the lease. We are not exempt from paying property taxes when renting. Another large expense was that we had to pay 6 months of insurance premium in January. Lisa also reports that council will no longer be mailing the news letters. It will be electronically emailed and will save about \$45,000 a year on printing and postage. Melissa Cox comments that we will not be printing

the Program and Training Guide and Leader Notebooks as well. They will be available online and disc. If a hard copy is requested it will also be made available. Pam Floyd motioned to approve the Finance/Treasurer's Report. It was seconded by Ruby Gibbs-Williams and was accepted unanimously.

### **Fund Development Report**

Highlights of the Fund Development report were given by Lisa Safford. She briefly discussed Fore the Girls Golf Tournament to be held August 1<sup>st</sup> in Pawley's Island and a new event, Death by Chocolate that will be held September 24<sup>th</sup> in Hilton Head. Ruth and Loretta had exciting news that there will be a car donated for the auction! Lisa commented that the goal for the Mary Dean Brewer Women of Distinction in Florence was \$32,000 (netted \$15,000) and was a big success. The Women of Distinction being held in Charleston is still in the planning stage. The goal for the event is \$37,000 which Lisa feels will not be met – we need help with sponsorships and items for the auction.

There will be another alumni/annual appeal at the Annual Meeting this year. We received about \$3,000 last year.

Lisa gave a brief update of the Friends of Richmond Plantation. Task at hand now is to raise money for the matching grant that was received earlier. Jane Locke announced that the Friends of Richmond will host an oyster roast November 7<sup>th</sup> at Camp Low Country. Tickets will be \$25.

### **RECOGNITIONS/SCHOLARSHIPS**

#### **Recognitions**

Names of adults submitted for the Adult Recognitions that will be held after the Annual Meeting were handed out for review. Jane Locke motioned to approve the list of names for the adult recognitions. It was seconded by Cindy Floyd and unanimously approved.

#### **Scholarships**

Melissa Cox gave a brief explanation of the scholarship tally sheets that were handed out for review. The girls will get awards at the Older Girl Recognitions Event held at Santee High School on May 3<sup>rd</sup>. There was a motion made by Ruby Gibbs-Williams to approve scholarships as presented. It was seconded by Cindy Floyd and was unanimously accepted.

### **CEO REPORT**

Loretta Graham explains that she has been to many Service Area meetings, been on TV talk shows, delegate trainings, round table discussions and one thing that she noticed was that volunteers are not happy. We are focusing on keeping them positive and keeping them on track and she is already seeing results.

#### *Membership*

Last year 40% of membership was not true numbers (from outreach). This year membership numbers are solid. We have 6,226 girl members and 3,664 adult members registered as of February 20<sup>th</sup>. Field Directors used cookie sales as a recruitment tool and several girls have been registered as a result of this tactic. Adult Development Specialist continues to do training as needed.

#### *Program*

There were 1,140 girls that attended programs as of February 25<sup>th</sup>. Camp registration seems to be going well so far this year.

#### *Image and Visibility*

Loretta has been busy with the media and she is getting invitations to speak to various groups – she believes that marketing is everything.

#### *Fund Development*

Women of Distinction in Florence netted about \$15,000. Death by Chocolate's goal is \$10,000 but Loretta expects that it will be more. If it goes well we would like to expand the event (maybe) to Myrtle Beach. Loretta would like Board members to be judges for the event.

Cookie sales are down overall. We are at 81% of our original goal and we have extended the sale and hope to reach 90%. Board has charged us with cutting the budget. Loretta is asking the Board to please work with us for another couple of months to see if we can get it to where Board wants it to be.

Loretta states the positions we have we need. We are operating with 39 staff and other councils of our size have 55 or more. Numbers are based on membership and budget.

Loretta and Melissa spoke with Cheryl Olsen, Director of Council Financial Consulting, from GSUSA and she advised not to cut staff - if cut will not be effective and would need to cut programs. Melissa states that we do have a plan in place if we need to cut staff.

Other items discussed: Signed contract for pool repair at CLC – New bed frames – 2 new platform tents – audit not finished but doing well, cutting cookie incentives, Annual Meeting.

## **BOARD DEVELOPMENT**

Pam Floyd has been working on our slate of officers and she is waiting to hear a response from two people, and when she hears back from them we will have full slate. The delegate packet including slate of nominees needs to go out no later than March 25<sup>th</sup>.

Pam would like to do an official Board evaluation via email. She would also like to have the Board training after the May meeting.

## **STRATEGIC LONG RANGE PLAN**

Loretta suggests to Board to email goals, review, and send back.

### *Management/Operations*

Conduct administrative functions to meet corporate and legal obligations. Manage financial resources, human resources, information technology, and avenues of support for staff and volunteers. Protect GSESC's assets.

### *Membership*

Goal is increasing our girl membership by 20% over the next five years and to increase adult volunteer membership by 3% each year for a total of 15% over five years with a 60% retention rate over five years.

### *Property*

Cindy Floyd along with an architect and landscape architect visited all properties except out based offices. They were impressed with Sandy Ridge, just needs routine maintenance.

Florence office has major problems. N. Charleston office on Cross County Rd. in good shape although a suggestion was made to subdivide property from building.

Several issues at Camp Low Country – Buildings need repaired. GSESC should establish a capital budget and maintenance schedule for all properties.

## **ADJOURNMENT**

Jane Locke motioned to adjourn the meeting at 12:25pm. It was seconded by Mary Ann Mack.

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Board of Directors Meeting  
January 24, 2009

## **MINUTES**

<b>PRESENT</b>	Ruth Metzger, Board Chair	Tom Ewart, 1 <sup>st</sup> Vice Chair
	Pam Floyd, 2 <sup>nd</sup> Vice Chair via C. Phone	Lisa Safford, 3 <sup>rd</sup> Vice Chair
	Cindy Floyd, Secretary	Belinda Copeland, Treasurer
	Ruby Gibbs-Williams	Jane Locke
	Mary A. Mack	Ben Brazell
	Edna Edwards Williams	Leigh Meese

Dr. Margaret Felder Wilson

**STAFF**

Loretta Graham, CEO  
Cindy Watson, DAS

Melissa Cox, COO  
Debbie Persin, EA

Loretta Graham opened the meeting with the Girl Scout Promise and Law.

**CALL TO ORDER**

The meeting was called to order at 10am by Board Chair, Ruth Metzger. A quorum was present at the meeting.

**ATTENDANCE/INTRODUCTIONS**

Ruth introduced Loretta Graham as the new CEO of Girl Scouts of Eastern South Carolina.

**CONSENT AGENDA**

Tom Ewart motioned to accept the Consent Agenda as presented. It was seconded by Jane Locke and was accepted unanimously.

**CORRESPONDENCE/APPOINTMENTS/RESIGNATIONS**

Ruth Metzger announced that there were two resignations from the Board Development Committee, Gena Ervin and Marian Crawford.

**COMMITTEE REPORTS**

Highlights of the audit by Elliott Davis were given by Edna Edwards Williams, Chair of the Audit Committee.

- \*Cookies: Communication is suggested with Service Area Cookie Chairs. Our troops need to share when surplus cookies exist and to assist troops in need, to prevent them ordering from the warehouse.
- \*Investment: Schedules are not provided on a monthly basis.
- \*Depreciation schedule needs to be cleaned up.
- \*Bookkeeper: Part-time assistant for Amyie Purpura, Director of Finance, to get on track.
- \*Changing from cash basis to accrual basis.
- \*Our audit will be late: GSUSA did not respond to our request in May 2008, to send assistance (management consultant) due to not having a CEO and the refusal has resulted in the delay and costly audit.

Highlights of the Treasurer/Finance report were given by Ben Brazell, Finance Committee Chair.

- \*Cookie sales will hopefully bring in 2 -2.5 million with the annual budget at 2.3 million.
  - \*The \$300,000.00 deficit from last year needs to made-up somewhere. (Need to look at expense control)
  - \*Some funds are restricted and the auditor advises, if we can't prove what they are for we should not use them now. We also don't know if they are permanent or temporary restrictions.
- Jane Locke made a suggestion to contact our former CEO, Julia Chaplin who could have some answers.
- \*We will be adding a couple of columns on the financial statement – year to date actual versus year to date budget.
  - \*Attacking the expense side of the equation; do we need two camps and two offices?
  - \*We have a lot of assets but they do not pay the bills.
  - \*Need to have money set aside every year for capital improvements.
- Jane Locke asked if selling the property on Cross County Road in N. Charleston would help get us out of debt. Ben explained it would help the immediate picture but it's not the debt load. Lisa Safford does not think it will sell in the next few months but has prospects to lease.
- Jane Locke motioned to approve the Treasurer/Finance report as presented. It was seconded by Ruby Gibbs-Williams and was accepted unanimously.

## **WHAT IF?**

Loretta Graham would like to see revenue come from adult generated funding, grants, endowments, and annual giving so we don't depend on money from just cookie sales (75% of our revenue is from product sales – goal is 50%).

After a lengthy discussion on closing one of the camps over summer to save on expenses, it was decided to keep both camps open.

Our biggest expense is personnel so we will need to look at organizational structure (cutting staff). A suggestion was made to sit down with staff and get their ideas on what else could be cut from the budget.

The Fund Development report was given by Lisa Safford. She explained the biggest areas hurting us are annual solicitation (we do not have much support from our members) and the Board. It's good to go out into the community and be able to say that the Board gives 100%.

There was a brief discussion on updates of the Friends of Richmond Plantation, Fore the Girls, Women of Distinction, Commit to a Girl and a new event – Death by Chocolate will be held in Hilton Head September 24<sup>th</sup>. Lisa is optimistic that it will go well.

Victoria Marshall, Director of Development/Marketing will be writing letters to about 30 foundations (something we have not done in the past) that generally have less red tape and can donate quickly.

## **BOARD CHAIR REPORT**

Ruth Metzger reflects on the past 2 years as Chair of GSESC and looks at how far we have come since our merger meeting. She spoke of having many bumps in the road ahead and being an optimist she knows we will eventually succeed in making Girl Scouts of Eastern South Carolina the best it can be although we still have some hard facts to face.

As a Board, with the responsibility to make sure the Council is financially sound, we need to step up our personal commitments, to make a call, set up an appointment, attend a Service Area meeting, talk with our membership, solicit the gift or spend time spreading the mission of Girl Scouting far and wide.

Loretta adds that she would like to see Board members go to some of their Service Area meetings.

## **BOARD DEVELOPMENT**

The report was given by Ruby Gibbs-Williams on behalf of Pam Floyd, Chair of the Board Development Committee. She briefly discussed that they are working on members who will be rotating off the Board, and if you are one of those you may have been contacted already. By the April meeting we will have slots filled for the Board to make its decisions and get new members in. Ruby and Pam would like to know if you know anyone that would be good to serve on the Board. We need people of various back ground's, we have attorneys, finance, education, and realtors etc. Our goal has always been to have someone to represent each of our counties although it is a challenge.

## **CEO REPORT**

Loretta Graham thanked the Board for selecting her as CEO for Girl Scouts of Eastern South Carolina. She stated that she will do her best to make GSESC sound financially and get out into the community to do what this Board is asking her to do. The business of Girl Scouts requires continual assessment and review, more review than most organizations. We look back and assess so that we can find the gaps, shift the focus, plan for today and build for tomorrow.

This process ultimately makes the organization stronger and capable of meeting the needs of the girls. In 2008, thanks to volunteers, dedicated staff and dedicated Board members, the Council has completed another year of success.

This year we will make the most effective use of our resources to better serve the local community and create more opportunities. This is so important to the future of Girl Scouting and she looks forward to reaching out to everyone to deliver the Girl Scout experience to more and more girls.

As we move to high performance system we strengthen our ability to serve the local community which has always has been her top priority.

There is much work to be done but many reasons to celebrate. We've worked hard and the Council's success shows it. In 2009 we will continue to build GSESC the image of Girl Scouting is that of contemporary authority for leading girls to success futures.

The Council made progress in building the future of Girl Scouting in this area and with your continued support in place to grow membership and build communities, Loretta thinks the future of Girl Scouts of Eastern South Carolina is going to be and is looking very bright.

With support of the Board, there was continued discussion of the percentage that needs to be cut from expenses.

Leigh Meese motioned to ask our CEO to adjust the expense collective in the budget downward by 20% with the opportunity for that to be revisited if the advance cookie sales warrant. It was seconded by Cindy Floyd and was approved unanimously.

#### **ADJOURNMENT**

Ruby Gibbs-Williams motioned to adjourn the meeting at 1pm. It was seconded by Jane Locke.