NMNF minutes 200203

Present: Mike Schrad, Bruce Clawson, Bob Wells, Sandy Douglas, Kristal Stoner, Leslie Kwasnieski, Matt Jones, Vicki Von Loh, and guest Andrea Faas, NMNP.

Treasurers report – current balance is $4369.47 with outstanding check of $1980 leaving balance of $2389.47. Treasurers report and minutes with correction were approved. There was no business to bring up for an executive session. Mike said he sent a check to State of Nebraska for $1.18 (Vicki mailed check for sales tax in February 2019 and it was due by January 15, 2019 for 2018 Gala). Bruce went over new member packet he created. There were couple of updates to Board Member listing from Vicki. Sandy has new email address, Kristal, Bruce and Leslie has already submitted corrections.

Bruce went over the financial audit conducted on January 28, 2020. Betty Fullerton, CPA retired, from Audubon of Omaha, was present and was a big big help. A draft copy of this audit was previously sent out annotated with our current status of the item. This will assist us in final draft of financial controls document. Betty sent three document to the Audi committee and Vicki to review. A backup of financial records will be stored electronically (Note: Vicki has purchased two thumb drives for this purpose). One will go to Mike and then they will be updated and exchanges between Mike and Vicki at next Board meeting. It was decided that anything item above $500 will need to be approved by the Board, and that email notification is acceptable.. We will also have a quarterly accounting that will be provided to the NMNF and the NMNP Board. Matt will work on tracking incidentals and what “object” belong to NMNP and/or UNL. It was decided that the NMNP would approve/disapprove any expenditures prior to coming before the NMNF. Bob said that the NMNP Board budget should also include those items considered to be recurring.Bruce brought up that we should establish a transition plan going forward for transition from UNL to sustainment by NMNF/NMNP, to include a transition checklist. This will be discussed more at a later date. Kristal brought up that a detailed budget would also be needed to include monies have, monies needed, and needs based on requirements. Andrea and Matt will work on budget for NMNP.

Matt and Mike said that monies from trainings this year will go to NMNP, probably through revolving account. Mike and Bruce went over the MOU between the NMNF and NMNP. The MOU was discussed and recommended changes were made. The NMNF board approved the MOU with changes (especially the recurring comma) and Andrea will present to NMNP Board. If NMNP Board has changes, those will be reconciled between Andrea and Mike. We had a discussion about the NMN Junior program. It was recommended that the NMNP and Austen/Alie talk about program and will get back with NMNF. We talked about whether current website could support this program and ho2 there will need to be synergy between NMN and junior program.

Current grants: Abbott awaiting decision, Cooper LOI due before April 1 – Vicki and Sandy to work on this week. Vicki will get contact information for Walter Scott Foundation to Mike. Leslie will get name of grant writer for Metro CC to Sandy. Sandy will contact two professional grant writers for information about their services. We will have followup grant call on February 14 at 9:00 am (Vicki will schedule). Vicki told us if Board members needed education hours to let her know and she would send them links from Rowe Sanctuary on cranes. Bruce brought up that it would be better to have NMNP show up first on website rather than NMNF. Matt indicates he could make changes (and he has already). Mike went over upcoming meeting dates.

Meeting dates:

NMNP & NMNF February 8, 2020 9:30am. Winter Celebration

NMNF. February 14, 2020. 9:00 am Grant telecon

NMNP. April 9 2020. 12-4 pm. Info only – Crane Trust

NMNF/NMNP. April 16, 2020 1-4 pm. Hardin Hall Lincoln - Room 202

NMNF. May 11, 2020. 2-5 pm. Firespring Lincoln

NMNP. July 9, 2020. 1-4 pm. Info only

NMNF. August 7, 2020. 1-4 pm. Rowe Sanctuary – Kristal

NMNP. October 8, 2020. 1-4 pm. Info only

NMNF. November 2, 2020. 12-5 pm. Firespring Lincoln

Action items:

Mike – update bylaws

Vicki - upload minutes to website

Bruce – finish financial audit/financial control documents

Matt – listing of property/stuff NMNP vs UNL

Mike – updated MOU after talking to Andrea

Bob – Board member/officer insurance

Leslie – provide name of grant writer to Sandy

Sandy - contact professional grant writers and provide NMNF with information

Vicki – get contact information on Scott Foundation to Mike

Andrea will followup about junior program

Thanks

Vicki