

FRIENDS OF MISSION SAN LUIS, INC.
Finance and Investment Committee Meeting Minutes
October 30, 2014 5:30-5:45 P.M.
MSL Kislak Classroom, Mission San Luis
2100 West Tennessee Street, Tallahassee, Florida

Minutes

Participants:

Directors: General Bob Milligan (Treasurer and Chair), Dr. Skeeter Prather, and Carol Bryant-Martin

Staff: Mr. Rob Bendus, Mr. Rob Blount, Dr. Mary Glowacki, Ms. Diane Ogorzaly, Dr. Jon Sheppard, and Ms. Helena Sadvary

Guests: Ms. Heike Strickland (Carroll and Company)

Item I. Call to Order and Roll Call

Committee Chair Milligan asked Mr. Blount to call the roll at 5:30 P.M. Chairman Milligan confirmed that the meeting had been legally noticed and a quorum present.

Item II. Introduction of Members, Staff and Guests

The Treasurer welcomed staff and members.

Item III. Adoption of the Finance Committee Mtg. Agenda

MOTION TO ADOPT THE 25 SEPTEMBER 2014 MEETING AGENDA: Dr. Prather

MOTION SECONDED: Ms. Bryant Martin

MOTION APPROVED.

Item IV. Finance and Investment Committee Meeting Minutes

MOTION TO APPROVE THE 25 SEPTEMBER 2014 MEETING MINUTES OF THE FINANCE & INVESTMENT COMMITTEE: Dr. Prather

MOTION SECONDED: Ms. Bryant-Martin

MOTION APPROVED.

Item V. Receive Finance and Investment Committee Report

Deferred to the Board of Directors meeting.

Item V.1 Executive Director's Report

Deferred to the Board of Directors meeting.

Item V.2 Division Director's Report

Deferred to the Board of Directors meeting.

Item V.3 Receive Income & Expense Report and Balance Sheet for Month

Deferred to the Board of Directors meeting.

Item V.4 Review Endowment Fund Report for the Period Ending July 31, 2014

Deferred to the Board of Directors meeting.

Item V.5 Accept the Financial Reports for Filing

Deferred to the Board of Directors meeting.

New Business

- a. Investment & Spending Policy for Cultural Endowment
Deferred to the Board of Directors meeting.
- b. Carroll & Company, Heike Strickland – FY 13-14 Audit Report
Deferred to the Board of Directors meeting.

VI. Other Business

- a. Review of facility rental rates

At the September meeting, Gen. Milligan asked Mr. Blount to prepare an analysis of how MSL rental rates compare with our competitors. Mr. Blount worked with staff to update our market rates with other similar rental facilities. He presented the updated analysis and concluded that MSL is somewhat underpriced. Ms. Sadvary, rentals manager, made the following recommendations:

- Deluxe wedding package: \$2,450 current - \$2,950 proposed;
- Reception package: \$2,050 current - \$2,450 proposed;
- Mission Room (Fri.-Sun.) 8 a.m.-9 p.m.: \$2,000 current - \$2,450 proposed;
- Mission Room (Mon.-Thurs.) 3 p.m.-9 p.m.: \$1,250 current - \$2,000 proposed;
- Mission Room (Mon.-Thurs.) 8 a.m.-2 p.m.: \$1,000 current – no change proposed.

These rates are still below our main competitors. Gen. Milligan asked if staff was comfortable raising the rental rates. Ms. Sadvary said she thought the rates could be higher than those proposed, but she was satisfied that the rates proposed would make MSL both competitive and attractive to clients.

MOTION TO CARRY IT TO THE BOARD WITH THE COMMITTEE’S ENDORSEMENT:

Dr. Prather

MOTION SECONDED: Ms. Bryant-Martin

MOTION APPROVED.

- b. Permission to hold a wedding ceremony in the Catholic Church reconstruction.
Ms. Brittney Burch requests permission to hold her wedding ceremony in the MSL village church.

MOTION TO GRANT PERMISSION FOR THE CEREMONY: Dr. Prather

MOTION SECONDED: Ms. Bryant-Martin

MOTION APPROVED.

- c. Membership Program – Mr. Blount said that the Friends membership program has not be re-evaluated in some years and asked if committee members were interested in having staff prepare an analysis and recommendations for changes, if any. Directors agreed that would be appropriate and to present findings at the November committee meeting. Gen. Milligan said let the record show that Mr. Bendus and Dr. Glowacki agreed that it was time to look at membership.

VII. Public Comment – none

VIII. Adjournment at 5:45 p.m.

MOTION TO ADJOURN: Ms. Bryant-Martin

MOTION SECONDED: Dr. Prather

MOTION APPROVED

Adjourn –Next Scheduled Meeting is November 20, 2014

To request copies of meeting materials associated with this agenda, but not included herein, contact Diane Ogorzaly at 850-245-6388.

Lt. General Robert Milligan
Treasurer, Friends of Mission San Luis, Inc
Friends of Mission San Luis, Inc.

Date

Vacant
Secretary, Friends of Mission San Luis, Inc.

Date

DRAFT