

- I. Call to Order. Swin Swinford 6:32 p.m.
- II. Roll Call. Board members present Swin Swinford, David Bolme, Marlene Fox, Anne Lindner, Helen Justice, Erin LaVallie, Paula Garrett, Melissa Heberle.
Non board members present Ken Ivey, Chris Horstman, Emily Holt, Sue Hipkens, Robert Hipkens, AJ LaVallie, Michael Filipzak, LA Brickner, Linda McDonald, Peggy Flyte, Paul Caskey, Tema Goetzel, Kristi Riggle, Chief Jason Martin, MJ Yafchak, Gregg Gentry
- III. Additions/Changes/Deletions to Agenda. None.
- IV. Member/Public Input Process . Swin Swinford explained the process for everyone to be able to participate:
 - a. Wait until discussion is opened to public comment
 - b. State your name prior to comment for minutes
 - c. 3-minute time limit per item per person – be succinct
 - d. Board members are available outside of meetings
- V. Public Comment on Agenda Items. None.
- VI. Approve Minutes from 10/9/2021 Membership Meeting. Bill Fry moved to approve the minutes as amended. Erin LaVallie seconded. No discussion. All in favor. David Bolme reminded members that the minutes and meeting recordings are on the UCCA website.
- VII. Election Results – Bill Fry summarized the process and candidates. David Bolme confirmed the Election Buddy information and communications for the election. No further discussion.
 - a. Introduce new board members. Marlene Fox, Paula Garrett, Melissa Heberle
 - b. Board Officer Elections – Swin Swinford President, Paula Garret Vice President, Helen Justice Treasurer, Melissa Heberle Recording Secretary, David Bolme Communications Secretary

- VIII. Vacant board seat appointment. Bill Fry summarized the communication process that brought in five strong candidates, the virtual interviews and election open to members that appointed Anne Lindner to that position that will be up for election in December 2022, and how having so many strong candidates will serve our committee work well.
- IX. New meeting dates structure for both board and general meetings. Swin Swinford announced that the board will have monthly board meetings the first Wednesday of every month (next one February 2) to keep updated more frequently and to reduce the meeting times. General membership meetings will be the last Wednesday of January, April, July, and October in evenings during the week to reach more members. David Bolme reminded members that if they are not receiving e-mails from him or UCCA, to visit the website and contact him. Bill Fry asked members for feedback on the new meeting days and times.
- X. Upper Captiva Community Center Foundation Update. Swin Swinford summarized the community center fund history separate from UCCA but in concert with it. As it is a 501(c)3, and there is a community center planned privately, UCCA decided that the fund may no longer necessary.
- a. Bank account and winding down. Our committee will decide which 501(c)3 (one or more) to donate the funds by the end of this calendar year. Swin Swinford requested ideas from members on where to donate. Discussion ensued about UCCA becoming a 501(c)3 as we are a 501(c)4 now and cannot.
 - b. Future community center. A future private community center is planned to be built by Steve Ward.
 - c. Donation to other 501c3. Swin Swinford asked for member suggestions on another 501(c)3 to donate the UCCCF funds and will keep everyone updated after we get control of the bank account.
- XI. Communications/Website Update. David Bolme shared his list¹ that can also be found on the UCCA website and asked for more ideas for content. The Hipkens asked for any content the board wishes to share in the newsletter at each of the membership meetings. Melissa Heberle agreed to send them content from Dark Sky.

XII. Treasurer's Report. Helen Justice

- a. End of Year Report². Helen Justice summarized the report, noting that she has tried to find better interest rate for the Island Access Fund, and the UCCCF money should not be considered part of our total.
- b. 2022 Budget³. Helen Justice discussed that we are going to work on getting more memberships, which is reflected in the budget, and that this is the year that we would publish an updated phone book. Helen Justice asked for input from members on whether or not we should still publish this or do something alternative. Helen Justice also noted the approved amended budget that we moved \$1,000 from UCFRD to Administrative.

XIII. Fire District Recap.

Chief Jason Martin thanked the UCCA for last year's support for the tree removal and the donated tractor. Chief Martin thanked Mark Justice for his help with that project. The UCFRD has been given the Green light for the Fire Break project in February for 3 days from the west beach east to the end of the canal. They will widen the accessway from Panama Shell to the beach that is becoming overgrown. They hired Brian Debrosky as the second full time chief. Volume up 11%. Public questions: Tema asked if FD is responsible for Gulf & Bartlett access clearing, and it was Jon Kennedy. Robert Hipkens asked if the chief could send a letter out summarizing his report tonight for the newsletter, and Chief Martin will by the end of the week.

AJ LaVallie reminded everyone that they give monthly fire board meeting updates, and that he is pleased with the progress on the roads, they are doing some experiments, FGCU will do soil sampling and advise on materials to use for drainage. AJ LaVallie also thanked the UCCA for spearheading the fundraiser for the tractor. AJ LaVallie described the cost-sharing for road improvement projects on the \$20,000 Morning Dove and the \$38,000 Schooner where tax payer funds are hopefully matched with private homeowner funds to provide a better product. Kingfisher was a success with \$20,000 taxpayer money, \$5,000 from the UCCA and \$25,000 private donations to that road a new level.

- XIV. Committee Structure / Board Initiatives. Swin Swinford described how the board plans to build more sense of community with all the recent and sometimes volatile growth. Swin Swinford noted that because we are not a municipality and may never be, that we need to engage more with the county and state to reach some common, positive goals we have for our community. Swin Swinford summarized the continued success of the website and town hall communications. Swin Swinford described how the UCCA board will be working more on committees to move forward on the mission of the organization; how board members will lead board initiatives in the committees that will require more involvement with the greater membership; and grow our membership and community along the way. Robert Hipkens asked Swin Swinford for a write up of the UCCA & president's vision with a picture for the newsletter.
- XV. Other Business. None.
- XVI. Public Comment on Non-Agenda Items. Mike Filipzak asked about the status of Brazilian Pepper. Swin Swinford recapped that in 2020 the board attempted to prepare for the start of the ordinance in January 2021 that met with a lot of confusion from the county. Swin Swinford had a conference call in June 2021 with Peter Winton - Assistant County Manager Glen Salyer - Assistant County Manager David Loveland - Director of Community Development where the county said that they will only enforce the ordinance with new builds. Swin Swinford expects UCCA committees to work on educating our community on island and off island about eradicating Brazilian Pepper and how to help the community complete the task. AJ LaVallie mentioned that UCFRD might be able to pressure the county because they also need access through a lot of that Brazilian Pepper, as 1/3 of their budget is wasted on trimming the highly invasive Brazilian Pepper. AJ LaVallie suggested that the 501(c)3 SCCF might be able to receive funds in exchange for Garlon to kill Brazilian Pepper. Marlene Fox suggested incorporating cutting down Brazilian Pepper along with the road trimming project.
- XVII. Adjourn. David Bolme moved to adjourn. Bill Fry seconded.

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As of 10/6/2021

Website

- Added items discussed in our last meeting: Links to report the need for LCMCD mosquito treatment, LCMCD mosquito treatment map, LCEC online reporting of power outage, view LCEC outage map
- Added weather and local radar map plugins on main page
- Member profile update reminder (more info is better)
- Posted General Meeting, Safe Harbor Town Hall videos (1 and 2) including topical index so one can go directly to sections of interest

YouTube Channel

- July General Membership – 15 views, 3.3 hrs of watch time
- Safe Harbor Town Hall 1 – 81 views, 27.4 hrs of watch time
- Safe Harbor Town Hall 2 – 61 views, 24.9 hrs of watch time
- 12 subscribers

Membership

- Membership renewal coming soon
- 153 Member Households (up from 146)
- 79 Electronic Newsletter Subscriber Households (up from 64)
- 88 Records with Island House Name (up from 24)
- 30 First Time Members in 2021
- 40 2020 Members no longer active in 2021
- 107 member households have accessed their online account in 2021 (up from 92)

Email Subscribers

- 527 current active UCCA email subscribers - (up from 525)
- Check spam/junk folder (and Commercial tab in Gmail) – contact@uppercaptivacivicassociation.org
- Election buddy - invitations@mail.electionbuddy.com
- Confirmation email when subscribing – be sure to respond, checking spam/junk folder

UCCA 2021 Financial Statement

UCCA 2021 Financial Statement					
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
<u>GENERAL FUND</u>					
Beginning Balance	\$ 25,991.79	\$ 29,971.32	\$ 14,455.70	\$ 14,524.27	
Income					
Membership Dues	\$ 6,692.75	\$ 481.05	\$ 387.26	\$ 3,268.47	\$ 10,829.53
Fundraiser/Bike Sale		\$ 500.00			\$ 500.00
Donation/Memorial		\$ 50.00			\$ 50.00
Phone Book Advertisements/Sales		\$ 10.00			\$ 10.00
Total Income	\$ 6,692.75	\$ 1,041.05	\$ 387.26	\$ 3,268.47	\$ 11,389.53
Expenses					
Administrative	\$ 122.50			\$ 137.99	\$ 260.49
Insurance	\$ 1,123.00	\$ 1,222.00			\$ 2,345.00
Mailing for Brazilian Pepper	\$ 552.19				\$ 552.19
Newsletter/Printing	\$ 915.53	\$ 334.67	\$ 318.69	\$ 320.49	\$ 1,889.38
UCFRD-Road Donation		\$ 15,000.00			\$ 15,000.00
UCFRD-Fun Run				\$ 1,000.00	\$ 1,000.00
Total Expenses	\$ 2,713.22	\$ 16,556.67	\$ 318.69	\$ 1,458.48	\$ 21,047.06
Ending Balance	\$ 29,971.32	\$ 14,455.70	\$ 14,524.27	\$ 16,334.26	
Net Income	\$ 3,979.53	\$ (15,515.62)	\$ 68.57	\$ 1,809.99	\$ (9,657.53)
<u>ISLAND ACCESS FUND</u>					
Beginning Balance	\$ 101,310.62	\$ 101,313.12	\$ 101,315.64	\$ 101,318.19	
Interest	\$ 2.50	\$ 2.52	\$ 2.55	\$ 2.55	
Ending Balance	\$ 101,313.12	\$ 101,315.64	\$ 101,318.19	\$ 101,320.74	
<u>COMMUNITY CENTER</u>					
Beginning Balance	\$ 5,404.54	\$ 5,404.68	\$ 5,404.83	\$ 5,404.98	
Interest	\$ 0.14	\$ 0.15	\$ 0.15	\$ 0.15	
Ending Balance	\$ 5,404.68	\$ 5,404.83	\$ 5,404.98	\$ 5,405.13	
Total Bank Balances/Assets	\$ 136,689.12	\$ 121,176.17	\$ 121,247.44	\$ 120,041.66	

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UCCA 2022 Budget		
		2022 Budget
Income		
Membership Dues		\$ 7,000.00
Fundraiser		\$ 5,000.00
Phone Book Advertisements		\$ 7,000.00
Total Income		\$ 19,000.00
Expenses		
Administrative		\$ 1,500.00
Insurance		\$ 2,500.00
Fundraiser		\$ 2,500.00
Phonebook		\$ 3,000.00
Newsletter		\$ 1,500.00
Total Expenses		\$ 11,000.00
Net Income		\$ 8,000.00