



HIGHLANDS  
BIOLOGICAL FOUNDATION

**HBF Board of Trustees Fall Meeting**

A meeting of the HBF Board of Trustees will be held on Wednesday, October 23rd at 3:00 PM at the HBF office - 2465 Cashiers Rd. - and via Zoom.

Join Zoom Meeting:

<https://us02web.zoom.us/j/83549422253?pwd=E5NYIxYHDMDXYRs2mtW72CtTbHooHz.1>

AGENDA

1. Call to order and Welcome (John Mitchener)
2. Approval of Minutes of June meeting
3. Board and Committees (John)
  - a. Welcome new and returning members: Karen Patterson, Ruthie Edwards, Charley Tarver, Gayle Watkins, Keller Torrey, Lori Heys, Robert (Bob) Strickland, Bill Bush, Leslie Manning
  - b. Vice President position - Tom Holmes
  - c. Committees/Chairs
    - i. Finance - Tom
    - ii. Development - Keller
    - iii. Buildings and Grounds - Charley; Linda Barlow sub-committee chair for new office
    - iv. Strategic Planning - Gayle
    - v. Education & Outreach - Jennie
    - vi. Nominating - Jennie
4. Finance Update (Tom)
  - a. Budget Update FY24
  - b. Audit FY23
5. Development Update (Keller/Jamie)
  - a. Events - recap and update
  - b. Grants awarded
6. Building & Grounds Update (Jamie/Linda)
  - a. Committee roles/responsibilities
  - b. New Office updates
7. Strategic Planning Update (Gayle)
  - a. Timeline/Scope
8. Education/Programs Update (Jamie)
9. Macon County Stem Grant Presentation (Jennifer Love, Director of STEM and Edventure Programs)
10. Closed Session
11. Adjournment



HIGHLANDS  
BIOLOGICAL FOUNDATION

**Upcoming Meetings and Events:**

October 29 – Enchanted Forest Halloween (Volunteers Needed)

November 24 – Nature Center Closed for Winter Season

November 28 & 29 – HBF Office Closed

December 11 – Winter Trustee Meeting 3 PM (Office/Virtual)

December 23-January 1 – HBF Office Closed