



**St. Andrew's Parks Legacy Foundation**  
April 2026 Board Meeting Agenda

**Minutes approved by the board on 07/27/2026**

Date: April 28, 2026

Time: 6:00pm

Location: 1095 Playground Road, Charleston, SC 29407

Chair: Susan Klugman

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Present (in person): Susan Klugman, Mike Eykyn, Joshua Singleton, Nick Bianchi, Hannah Carter, Phil Macchia, and Carol Etheridge

Present (virtual): None

Absent: None

Other: None

**1. Call to Order:**

The meeting was called to order at 6:05 pm by Susan Klugman.

**2. Approval of Minutes:**

Motion to approve minutes from the previous meetings held on January 26, 2026 and February 27, 2026.

- Motion by: Joshua Singleton
- Seconded by: Nick Bianchi
- Outcome: The motion passed unanimously.

**3. Financial Reports:**

Motion to approve financial reports from January and February of 2026.

- Motion by: Nick Bianchi
- Seconded by: Mike Eykyn
- Outcome: The motion passed unanimously.

**4. Updates from last meetings:**

a. Diabetes Prevention Program

- Hannah Carter shared that the program began on January 28th and 29th, splitting participants into two virtual cohorts due to high enrollment, and

attendance is reportedly going well, with only one person unable to continue. Several participants have already met the 5% weight loss goal, and they are regularly logging physical activity minutes.

b. Donor Event at Home Team BBQ

- Joshua Singleton shared The donor appreciation event at Home Team Barbecue attracted 32 attendees from 38 RSVPs and cost \$557.14, slightly exceeding the original budget estimate. It generated valuable networking opportunities and positive conversations. Overall, the event was viewed as a successful awareness and relationship-building opportunity and should continue as an annual donor appreciation event, potentially with support from major partners and sponsors.

c. Donor Wall at Fitness Center

- Joshua Singleton presented preliminary donor wall concepts from two different sign companies, but the group was not satisfied with either design. One proposal was considered too expensive, while another used materials that did not reflect the significance of donor recognition. The board discussed concerns about the long-term flexibility of the wave design and whether a simpler layout might be easier to expand as new donors are added. Before moving forward, the group agreed that a polished mockup and more defined pricing are needed to help secure donor support for the project.

5. New Business:

a. Draft of Annual Budget

- Joshua Singleton shared a draft of the 2026/2027 annual budget. At the board's direction a retroactive budget for the 2025/2026 fiscal year will be created to establish guidance and guidelines.

6. Open Floor for Additional Items:

a. Donor Management Software

- Joshua Singleton recommended Little Green Light. The software program is functional for day-to-day management, can handle golf tournament registrations, and features automation for donor outreach. The financial reports can be easily exported as CSV files, supporting the financial statement preparation process.

b. Scholarship program update

- Joshua Singleton shared that the scholarship program has awarded \$6,800 in the current period, which is higher than the previous year's average of just over \$5,000. This increase is attributed to a revamped application, more funding, and greater commitment from commission teammates.

c. Grants

i. The Standard Corporation

- Joshua Singleton shared that a grant application was submitted to Standard Corporation for a platinum sponsorship for 2026 golf tournament, but the application was denied.

ii. Firehouse Subs

- Joshua Singleton shared that a grant application was submitted to Firehouse Subs, which primarily funds safety equipment, to obtain eight new automated external defibrillators (AEDs) and wall cases. Determination will be made in July.

#### 7. Next Meeting:

- July 27, 2026 at 6pm

#### 8. Adjournment

Motion to adjourn:

- Motion by: Joshua Singleton
- Seconded by: Phil Macchia
- Outcome: The motion passed unanimously.
- Meeting adjourned at 7:11pm.