



Florida Department of Environmental Protection
CITIZEN SUPPORT ORGANIZATION
2017 REPORT
(pursuant to Florida Statute 20.058)

Citizen Support Organization (CSO) Name: Friends of Koreshan State Historic Site, Inc.
Mailing Address: 3800 Corkscrew Rd., Estero, FL 33928
Telephone Number: 239-992-0311 Website Address (if applicable): friendsofkoreshan.org

Statutory Authority:

Section 20.2551, F.S., Citizen support organizations; use of property; audit; public records; partnerships. In summary, the statute specifies the organizational requirements, operational parameters, duties of a CSO to support the Department of Environmental Protection (Department), or individual units of the Department, use of Department property, audit requirements, public records requirements, and authorizes public-private partnerships to enhance lands managed by the Department.

Section 258.015, F.S., Citizen support organizations; use of property; audit. In summary, the statute defines a CSO, requires authorization by the Division of Recreation and Parks, and specifies the use of property. This statute authorizes the Partnerships in Parks (PIP) program for state parks, the program's operational parameters, CSO's operational parameters, and donor recognition.

Brief Description of the CSO's Mission:

Friends of Koreshan State Historic Site is dedicated to the protection and enhancement of historic, environmental and recreational resources of Koreshan State Historic Site for present and future generations.

Brief Description of the CSO's Results Obtained:

Over \$30,000 dollars was raised this year through events, sales and donations. We administered a \$117,000 grant to ascertain tourist improvements at Mound Key State Archeological Park. Volunteer and interpretive services were supported through purchase of volunteer uniform materials and provision of wi-fi for both public guests and residential volunteers. Improvements have been made to attract new members to the CSO via free visitation to the park, discounts on merchandise and implementation of a new website.

Brief Description of the CSO's Plans for Next Three Fiscal Years:

Friends of Koreshan State Historic Site will continue to support the preservation of historic and environmental assets within the park via fund raising events, merchandise sales and fund raising. Our major preservation efforts will be directed at the Industrial Area and New Store. Enhancements will continue to attract new members and volunteers via social media and other online activity with a goal of 100 new members (an over 300% increase) in upcoming years.

- Copy of the CSO's Code of Ethics attached (*Model provided; see CSO 2014 instructions*)
 Certify the CSO has completed and provided to the Department the organization's most recent Internal Revenue Service (IRS) Form 990, 990-EZ, or 990-N/Annual Financial Statement

CSO Code of Ethics – June 2016

FRIENDS OF KORESHAN STATE HISTORIC SITE, INC. CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of Friends of Koreshan State Historic Site, Inc. (herein "CSO") that its board members, officers, and employees be independent and impartial and that their position not be used for private gain. Therefore, the Florida Legislature in Section 112.3251, Florida Statute (Fla. Stat.), requires that the law protect against any conflict of interest and establish standards for the conduct of CSO board members, officers, and employees in situations where conflicts may exist.
- (2) It is hereby declared to be the policy of the state that no CSO board member, officer, or employee shall have any interest, financial or otherwise, direct or indirect, or incur any obligation of any nature which is in substantial conflict with the proper discharge of his or her duties for the CSO. To implement this policy and strengthen the faith and confidence of the people in Citizen Support Organizations, there is enacted a code of ethics setting forth standards of conduct required of FRIENDS OF KORESHAN STATE HISTORIC SITE, INC., board members, officers, and employees in the performance of their official duties.

STANDARDS

The following standards of conduct are enumerated in Chapter 112, Fla. Stat., and are required by Section 112.3251, Fla. Stat., to be observed by CSO board members, officers, and employees.

1. Prohibition of Solicitation or Acceptance of Gifts

No CSO board member, officer, or employee shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgment of the CSO board member, officer, or employee would be influenced thereby.

2. Prohibition of Accepting Compensation Given to Influence a Vote

No CSO board member, officer, or employee shall accept any compensation, payment, or thing of value when the person knows, or, with reasonable care, should know that it was given to influence a vote or other action in which the CSO board member, officer, or employee was expected to participate in his or her official capacity.

3. Salary and Expenses

No CSO board member or officer shall be prohibited from voting on a matter affecting his or her salary, expenses, or other compensation as a CSO board member or officer, as provided by law.

CSO Code of Ethics – June 2016

4. Prohibition of Misuse of Position

A CSO board member, officer, or employee shall not corruptly use or attempt to use one's official position or any property or resource which may be within one's trust, or perform official duties, to secure a special privilege, benefit, or exemption.

5. Prohibition of Misuse of Privileged Information

No CSO board member, officer, or employee shall disclose or use information not available to members of the general public and gained by reason of one's official position for one's own personal gain or benefit or for the personal gain or benefit of any other person or business entity.

6. Post-Office/Employment Restrictions

A person who has been elected to any CSO board or office or who is employed by a CSO may not personally represent another person or entity for compensation before the governing body of the CSO of which he or she was a board member, officer, or employee for a period of two years after he or she vacates that office or employment position.

7. Prohibition of Employees Holding Office

No person may be, at one time, both a CSO employee and a CSO board member at the same time.

8. Requirements to Abstain From Voting

A CSO board member or officer shall not vote in official capacity upon any measure which would affect his or her special private gain or loss, or which he or she knows would affect the special gain or any principal by whom the board member or officer is retained. When abstaining, the CSO board member or officer, prior to the vote being taken, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the CSO board member or officer to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

9. Failure to Observe CSO Code of Ethics

Failure of a CSO board member, officer, or employee to observe the Code of Ethics may result in the removal of that person from their position. Further, failure of the CSO to observe the Code of Ethics may result in the Florida Department of Environmental Protection terminating its Agreement with the CSO.



Florida Department of Environmental Protection

Koreshan State Historic Site
3800 Corkscrew Road
Estero, FL 33928

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

Memorandum

TO: Valinda Subic, Bureau of Parks, District 4
FROM: Rick Argo, Park Manager, Koreshan State Historic Site
SUBJECT: Manager Comments - Annual Financial Statement IRT Friends of Koreshan State Historic Site
DATE: June 16, 2017

The Friends of Koreshan State Historic Site continue to actively support the parks through fundraising, pursuing grants, and supporting interpretive programming.

Specifically, they:

- Raised funds through grant writing, sponsoring special events and merchandise sales
- Provided funding for interpretive programs and advancements
- Provided financial assistance for Park operations
- Were awarded a grant to develop plans for improvements to Mound Key Archeological State Park which is currently in process
- Funded the addition of electrical service to historic industrial site
- Funded the replacement of the air compressor and re-piping of the generator building
- Continued efforts supporting the weekly Farmers Market

This next year will be a busy one as well. The Friends plan to continue its presence in the community by sponsoring and hosting numerous events that provide fundraising, bring awareness to the park, and recruit membership.

If additional information is desired, please contact me at 239-253-1673.

RA/ra

Cc: Ron Westcott, President, Friends of Koreshan State Historic Site



June 15, 2017

Ms. Carol Imbriani-Bennett
Florida Park Service
District 4 Administration
1843 South Tamiami Trail
Osprey, FL 34114

Carol:

Our purpose is to raise funds for improvements to the park and provide appropriate events for the entertainment and interpretive education of the visitors to the site. In addition to our traditional events, our members designed and executed new and interesting programs for the public and are planning additional events for the coming year. Through a grant issued from Lee County Tourist Development Council we have engaged a landscape architectural firm to investigate tourist development of Mound Key State Archeological Park.

During the 2016 year we also developed a program to bring more members into the CSO. We developed a new member program which provides free visits to the park and discounts on merchandise. Late in the year we finalized development of a new website and Facebook site to increase our online presence. These efforts will hopefully bring new members into our organization.

Overall, it has been a highly successful year prompting our members and visitors to look forward to 2017/18.

Sincerely yours,

Ronald C. Westcott

Ronald C. Westcott, President
Friends of Koreshan State Historic Site, Inc.

Application for Automatic Extension of Time To File an Exempt Organization Return

OMB No. 1545-1709

Department of the Treasury
Internal Revenue Service

▶ **File a separate application for each return.**
▶ **Information about Form 8868 and its instructions is at www.irs.gov/form8868 .**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/efile, click on Charities & Non-Profits, and click on *e-file for Charities and Non-Profits*.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

		Enter filer's identifying number
Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. FRIENDS OF KORESHAN STATE HISTORIC SITE, INC.	Employer identification number (EIN) or 65-0054259
	Number, street, and room or suite no. If a P.O. box, see instructions. 10890 MAITLAND WAY	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. FORT MYERS, FL 33913	

Enter the Return Code for the return that this application is for (file a separate application for each return) 0 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

WILLIAM H. GRACE

• The books are in the care of ▶ **10890 MAITLAND WAY - FORT MYERS, FL 33913**
Telephone No. ▶ **239-334-8851** Fax No. ▶ _____

• If the organization does not have an office or place of business in the United States, check this box
• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box . If it is for part of the group, check this box and attach a list with the names and EINs of all members the extension is for.

1 I request an automatic 6-month extension of time until **NOVEMBER 15, 2017**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

▶ calendar year **2016** or
▶ tax year beginning _____, and ending _____

2 If the tax year entered in line 1 is for less than 12 months, check reason: Initial return Final return
 Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

Citizen Support Organization Statement of Accomplishments and Goals

This statement is part of the Citizen Support Organization's (CSO's) Annual Financial Report (see Chapter 5: Section 7) of the 2014 CSO Handbook. The primary purpose of the Annual Financial Report is to provide a summary of the most relevant information to the Department and Division, and to meet the common interests of donors, members, creditors, and others who provide resources to the not for profit organization. Report the accomplishments for the CSO's past fiscal year and goals for the upcoming year.

Name of the CSO Friends of Koreshan State Historic Site, Inc.

CSO Address 3800 Corkscrew Rd.

City, State, Zip Code Esteros, FL 33928

A summary of CSO accomplishments from the period of January 1, 2016 through December 31, 2016 is as follows:

Estimated Total Volunteer Hours: 480

Total Volunteer Hours: Include CSO officers, board members, and general members.

Total Membership 25

Total Membership: The current number of members in good standing at the end of the CSO's fiscal year including officers, board members, and general members. When totaling the number of members in the CSO, typically individuals and corporate members are counted as "one (1)" member. Family, patron, or not for profit organization members are counted as "two (2)" members.

List of CSO Board Members

Attach a current list of board members' and officers' names, addresses, phone numbers, and email addresses in order of position title.

See Separate Enclosure

Summary of Accomplishments (Attach additional pages as needed)

Provide a report of the CSO's short term and long term accomplishments for the past year, according to the Annual Program Plan. These accomplishments will support the CSO's mission statement and will illustrate support of the park's expressed needs.

- Raised funds through grant writing, special events and sales
- Provided interpretive programs annually
- Continued production of Mound Key documentary video
- Provided financial assistance for Park operations on an annual basis
- Continued development of plans for Mound Key improvements
- Provided uniforms for volunteers
- Provided free Wi-Fi for park guests at Ranger Station
- Supported Volunteer Appreciation Party
- Installed Wi-Fi system serving resident volunteers

Summary of Goals or Priorities for the Upcoming Fiscal Year (Attach additional pages as needed)

Build on the accomplishments from the CSO's past reporting year and include new goals voted on by the board and approved by the Park Manager for the upcoming year. Projected time frames for multiple year projects, like Partnership in Parks projects, will be provided. The CSO should attach the CSO's signed Annual Program Plan for the upcoming year to this statement

- Continue fundraising activities
- Complete the production of the Mound Key video "Where the New and Old Worlds Collide"
- Continue support of Mound Key Improvements Grant
- Provide financial assistance for Park operations
- Provide new air compressor and parts for enhanced operations and interpretation in Industrial Area
- Develop CSO webpage for increased public visibility, volunteering and fund raising
- Provide funding for acquisition of new golf cart for park staff use

Friends of Koreshan State Historic Site Board of Directors Member List - 2016

NAME	POSITION	ADDRESS	CITY	STATE	ZIP	TELEPHONE	EMAIL
GRACE, WILLIAM	PRESIDENT	10890 MAITLAND WAY	FORT MYERS	FL	33913	239 939-3579	bill_grace@msn.com
HEITZ, JULIUS	VICE PRESIDENT	20546 TONGA COURT	ESTERO	FL	33928	239-287-5962	docheitz@gmail.com
GRACE, SUSAN	TREASURER	10890 MAITLAND WAY	FORT MYERS	FL	33913	239 939-3579	bill_grace@msn.com
DORNICK, EVELYN	MEMBER	30213 GEORGETOWN RD.	SALEM	OH	44460	330 277-0001	ebdornick@yahoo.com
LEVIN, STEPHEN	MEMBER	153 Pearson St.	LEHIGH ACRES	FL	33974	239 671-7726	stephen.levin@floridamoves.com
LUCE, JOANN	MEMBER	8901 Cascades Isle Blvd.	Estero	FL	33928	239-495-7640	joann1960@yahoo.com
MALECKI, STAN	MEMBER	327 Pheasant Dr.	Evans City	PA	16033	724-355-8599	stantheman1029@yahoo.com
MILLNER, LYN	MEMBER	17030 Coral Cay Lane	FORT MYERS	FL	3908	C 954-439-3611	lynmillner@gmail.com
PHILLIPS, PEGGY	MEMBER	20101 BRAVADA ST #4	ESTERO	FL	33928	239-220-8694	collegeoflifefoundation@gmail.com
VANDEBURGT, MELISSA	MEMBER	9569 ROUNDSTONE CIRCLE	FORT MYERS	FL	33967	8058271775	mvandeburgt@fgcu.edu
WESTCOTT, RON	MEMBER	411 Walnut St. #9309	Green Cove Springs	FL	32043	904-509-8517	rwstcott@gmail.com

Citizen Support Organization Statement on Value of Contributed Services

This statement reports on services provided to the Citizen Support Organization (CSO) from park staff support and in-kind support for the past fiscal year. The statement is part of the CSO's Annual Financial Report described in Chapter 5: Section 7 of the 2014 CSO Handbook. The primary purpose of the Annual Financial Report is to provide a summary of the most relevant information to the Department and Division, and to meet the common interests of donors, members, creditors, and others who provide resources to the not for profit organization.

This Value of Contributed Services for a park is provided to the CSO by the park or District through the Park Programs Development Specialist. Note, the Division of Recreation and Parks operates on a cash-based method of accounting.

Park Name: Koreshan State Historic Site
Park Address: 3800 Corkscrew Rd., Estero, FL 33928
Name of the CSO: Friends of Koreshan State Historic Site, Inc.

A summary of contributed services from the period of January 1, 2016 through December 31, 2016 is as follows:

Park Staff Support

The total number of hours contributed in staff support services converted to a monetary amount.

The park contributed a total of \$ 18,560.00 in staff support services to the CSO.

Park Facilities Support

The total amount of water, electric, and utility expenses used to support CSO events, concessions, etc.

The CSO received a total of \$ 1,277.00 in park facilities support.

In-Kind Support

The CSO receives additional services outside of the park staff contributed hours called in-kind services. In-kind services are a type of charitable giving in which, instead of money, a person contributes some kind of service, good, or commodity. Examples are professional services of a lawyer, accountant, or any professional or the estimated value of a good or commodity.

The CSO received a total of \$ 0.00 in in-kind support services.

List of Program Services

Federal charitable 501(c)(3) organizations are required to report total expenses and revenue for each program service. According to the IRS, a program service is any activity by the organization which accomplishes its charitable purposes.

For *each* program service provide a description, total expense, and total revenue. For *each* program service description, clearly and concisely describe the accomplishments through specific measurements such as visitors served, days of an event, number of sessions or events held, publications issued, etc. (add pages as appropriate).

Program Service Description: Ghost Walk

4-day (2 weekends) event celebrating Koreshan Life in the late 1800/early 1900's; Fundraiser; 602 tickets were sold for the event; over 800 volunteer hours.

Total Expense \$1,451.00
Total Revenue \$12,040.00

Program Service Description: Classic Cars & Craft Show

1-day public event with antique car contest and arts/crafts sales; Fundraiser; over 1000 visitors attended.

Total Expense \$695.00
Total Revenue \$1,432.00

Program Service Description: Antique Engine and Quilt Show

2-day public event displaying antique engines and quilts with similar sales; Fundraiser; over 1300 visitors attended.

Total Expense \$775.00
Total Revenue \$1,100

Program Service Description: Year-round Farmers Market

Weekly Sunday morning Farmers Market with local vegetables, seafood, and vendors who create natural items; partnered with the Florida Native Plant Society of offer native plants; Fundraiser; over 12,00 visitors in the past year.

Total Expense \$200.00
Total Revenue \$7,000

Total Program Services

Provide a total amount for all program expenses and a total amount for all program revenue.

CSO total program service expenses \$ 3,121.00
CSO total program service revenues \$ 21,572.00