



**Florida Department of Environmental Protection
CITIZEN SUPPORT ORGANIZATION
2021 LEGISLATIVE REPORT
(pursuant to Section 20.058 Florida Statutes)**

Citizen Support Organization (CSO) Name: **Friends of the Marjorie Kinnan Rawlings Farm, Inc.**

Mailing Address: **PO Box 337, Micanopy, FL 32667**

Telephone Number: **352-466-9273**

Website Address: **<https://friendsofthemarjoriekinnanrawlingsfarminc.wildapricot.org/>**

Check to confirm your Code of Ethics is posted conspicuously on your website.

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.

YOUR MISSION AND LAST CALENDAR YEAR'S PROGRAM ACCOMPLISHMENTS:

CSO's Mission: *Consistent with your Articles and Bylaws*

The purpose/mission of the Friends of the Marjorie Kinnan Rawlings Farm, Inc., is to conduct programs, foster activities, raise funds and make expenditures to facilitate and enhance the preservation and interpretation of the Marjorie Kinnan Rawlings Historic State Park, under the direction of and with priorities set by the Florida Division of Recreation and Parks and the Park Manager.

Describe Last Calendar Year's Results Obtained: *Brag! List or discuss the past calendar year's accomplishments and contributions. Cite specific support from last calendar year's Annual Program Plan.*

In spite of the limitations imposed by the pandemic, the Friends of the Marjorie Kinnan Rawlings Park have (or will have as of this year) accomplished almost all the goals set forth in the 2020 Annual CSO Program Plan. Of note is support to purchase a utility cart and trail markers. Three Writers Talk events were held at the Farm (including Mimi Carr's portrayal of Rawlings as part of the Sunshine State Book Festival) until the pandemic made such events infeasible. We have three annual events, which still occurred, albeit virtually. For Rawlings' birthday, "Life and Times in Cross Creek: Memories and Reflections" premiered on our website and Facebook page. A DVD version is also being sold to raise money for the park. (A new edition of the DVD with added material) will come out this year.) Our annual meeting included a presentation entitled "Marjorie and Me" by Ron Haase, author of *Classic Cracker* (the classic book on Florida's Cracker architecture). The annual holiday event was also virtual, "Marjorie Kinnan Rawlings Cross Creek Christmas." All these presentations may be viewed on our website and Facebook page. Finally, it should be noted that in spite of the pandemic we exceeded our fundraising goal for 2020.

Describe the CSO's Plans for the Next Three Calendar Years:

The Friends of the Marjorie Kinnan Rawlings Farm will continue to embrace the general CSO Goals set forth in our 2020 plan, which include maintaining the quarterly newsletter, revitalizing our website, and growing membership in the Friends organization. We will continue to support the park in the areas set forth by the Park Manager, and we will continue our annual and special events, the latter including writers talks, the Scrub Walk, cooking demonstrations, educational talks and presentations, and other events and projects (such as taking relevant oral histories). In addition to our annual events, this year we are planning to commemorate the 50th anniversary of the park as well as to dedicate the trail markers (both of which we could not do in 2020 because of the pandemic). We are also planning a celebration of the 75th anniversary of the premiere of the motion picture *The Yearling*. Finally, we look forward to revising our Unit Management Plan so that we can consider a needed long-term goal for the park, the construction of a small visitor's center.

CSO's LAST CALENDAR YEAR STATISTICS:

Total Number of CSO General Membership: 270
Total Number of Board of Directors: 11
Total Volunteer Hours for the Board of Directors: 999.75

PARK & CSO RELATIONSHIP:

Keep the summary simple. Save time. Don't duplicate by describing accomplishments and contributions in the summary. Brag in the above Results Obtained. Describe the relationship here.

Park Manager's Comments on the CSO & Park Relationship and Support:

Throughout the 2020 calendar year, the Friends of The Marjorie Kinnan Rawlings Farm, Inc. continued to support the Park in various ways completing many projects listed on the annual program plan, including two major purchases. In lieu of live events, the Friends continued to promote the park through a series of virtual events, and maintained a connection to their members through social media and their informative quarterly newsletter. Working together with the executive board, we amended the CSO's financial plan to include the sale of merchandise by staff and volunteers before and after house tours, which not only provides a much-needed service to the visitors who wish to purchase books written by Marjorie Kinnan Rawlings, but also provides a great source of revenue for the CSO. In conclusion I am happy to report that the relationship between Marjorie Kinnan Rawlings Historic State Park and the Friends of the Marjorie Kinnan Rawlings Farm, Inc. is strong and productive. We look forward to doing more great things during 2021.

CSO President's Comments on the CSO & Park Relationship and Support:

Provide your perspective on the relationship between the park and CSO. What went well? Are there areas of improvement?

The relationship between the park and the CSO is, from my perspective, exemplary. The Friends' need for the support by the park is minimal, but support is offered and also freely given when requested, and such help has greatly enhanced events and programs. An example would be the virtual presentation by Ron Haase that was so ably facilitated by our Park Manager.

SUMMARIZE FINANCIAL ACTIVITY FOR LAST CALENDAR YEAR, SPECIFIC PARK(S) SUPPORT:

Program Service Expenses are costs related to providing your organization's programs or services in accordance with your mission. For CSO's provide expenses that directly support the park(s). For established nonprofit organizations, program service expenses generally represent most of the overall expense of the organization. For the last calendar year provide totals \$ for each that apply.

Building improvement, construction or renovations	\$0	
Cultural resources (e.g., historic structure restoration/ renovation)	\$	566.07
Natural resources (e.g., native plants, natural lands restoration)	\$0	
Maintenance equipment (e.g., mowers, chippers, blowers, chainsaws)	\$0	
Other facilities and landscape maintenance	\$	637.62

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Vehicles (e.g., trucks/cars, UTVs, golf carts, accessible devices, etc.)	\$	5000.00
Amenities (e.g., water fountains, benches, picnic tables, recreational equipment, kiosks etc.)	\$0	
Park employees or volunteers support (e.g., interns, training, uniforms, awards, or recognition)	\$	438.18
Big ticket visitor center exhibits or interpretation updates	\$	
Park exhibits, displays, signage	\$	2028.00
Park publications, brochures, maps, etc.	\$0	
Programing/interpretation support material purchases	\$0	
Other program services	\$	289.18
Total Program Service Expenses	\$	8959.05
Total Operating Expenses (Overhead including fees, memberships, postage, rent, utilities, etc.)	\$	3046.09

Visitor Services Revenue

Park gift shops, craft stores and concession sales	\$0	
Merchandise sales (e.g., plants, firewood, ice, t-shirts, hats, etc.)	\$	1369.67
Programs and Special Events (e.g., fundraising workshops, seasonal events, concerts, etc.)	\$0	
Vending (e.g., drink machines, penny press, laundry, Wifi, etc.)	\$0	
Rentals (e.g., bikes, canoe, kayak, SUPs, etc.)	\$0	
In-park donation boxes	\$	359.00
Other visitor services revenue (donations, membership dues, investment income)	\$	16,036.15
Total Visitor Services Revenue	\$	17,764.82
Net Assets	\$	5759.68

CSO AUDIT:

Total of Last Calendar Year's Expenses (including grants) \$

Section 215.981(2), Florida Statute requires an independent CPA audit using Government Audit Standards ([U.S. GAO Yellow Book](#)) when the CSOs annual expenses are \$300,000 including grants. The audit is **due by September 1** (9 months after the CSO's calendar year ends) to the Florida Auditor General and to the Department.

This information is complete to the best of my knowledge pursuant to Section 20.058 Florida Statutes			
Title	Name	Signature	Date
CSO President	Barbara C. Wingo	<i>Barbara C. Wingo</i>	5-25-21
Park Manager	Scott Spaulding	<i>Scott Spaulding</i>	5/26/21

- CSO's Code of Ethics is attached
- CSO has attached the most recent Internal Revenue Service (IRS) Form 990, 990-EZ, or 990-N Receipt. All IRS Form 990's must be *complete* with Part III Program Service and *all* appropriate Schedules (A, O and others as appropriate). If filing an IRS extension, attach the IRS 8868 receipt and the most recent 990 and schedules.

Friends of the Marjorie Kinnan Rawlings Farm, Inc. CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of the Friends of the Marjorie Kinnan Rawlings Farm, 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 CSO 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 Sec on 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.

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.

Adopted by the Board of Directors, January 2015.



Confirmation

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Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** FRIENDS OF THE MARJORIE KINNAN RAWLINGS FARM
- **EIN:** 593451627
- **Tax Year:** 2020
- **Tax Year Start Date:** 01-01-2020
- **Tax Year End Date:** 12-31-2020
- **Submission ID:** 10065520210134223199
- **Filing Status Date:** 01-13-2021
- **Filing Status:** Pending

Note: Print a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS