

FRIENDS OF DONALD PARK, INC. MONTHLY MEETING OF THE BOARD OF DIRECTORS: 10/16/07

IN ATTENDANCE: BOARD: R. Parr, K. Hegstrom, D. Thomas, T. Bailey, P. Hitchcock, R. Rassner, and D. Schreiber. RECORDING SECRETARY V. Anderson

CALL TO ORDER/R. Parr: 6:40 P.M.

APPROVAL OF THE AGENDA: MOTION by Hitchcock/Rassner to approve. Motion carried 6-0.

MINUTES: MOTION by Rassner/Hitchcock to approve the September 2007 minutes with the following correction: Trailhead Shelter: The shelter at the trailhead and strategically located picnic tables there deserve more discussion. Motion carried unanimously.

APPEARANCES, COMMUNICATIONS, AND ACKNOWLEDGEMENTS: ACTION ITEM: Thank You notes will be written by V. Anderson to: **Bob Geimer-repair and staining of the porch furniture donated by Leslie and Roger Parr. **Kent Hall-30 blue bird boxes (Thanks to the Audubon Society, as well.) and post materials and time to work with the blue bird team. **Glen Spaay-wheel barrow repair and regular maintenance/repair of machinery used by the volunteers. **Tim White-gift of historical photos of the Big Spring.

REPORTS

TREASURER:T. Bailey: MOTION by Rassner/Hegstrom to accept the treasurer's report. Discussion: T. Bailey also prepared a first draft of a 2008 budget for review. Motion carried 6-0.

PRESIDENT:

**Liability Insurance through DCP: A handout entitled Guidelines for Waivers for Volunteer Projects was disseminated. Category I: Primarily outside work events involving other groups, public, etc. for which waivers should be signed. Category II. Special Events for which the public is invited and a reasonable attempt should be made to have every volunteer sign the waiver form. Category III. No waiver necessary due to the passive nature of the activity, i.e. office work, seed collecting, research, planning, surveys, etc.

**Administrative position hiring report: Six candidates have submitted applications to DCP for the position and a few people with experience in the Park intend to submit an application. According to the DCP policy, the job advertisement continues until the need is fulfilled. DCP will propose the interview dates and T. Bailey, P. Hitchcock, and V. Anderson are interested in participating in the interviews with the DCP staff.

ACTION ITEM: R. Rassner, P. Hitchcock, and V. Anderson will meet on 10/23/07 to prepare a rough draft of the administrative position responsibilities, distribution of 500 hours/year, start date, etc. The draft will be circulated to the Board by email by 10/31/07.

ACTION ITEM: V. Anderson to discuss LTE work set-up with Schumacher Farms staff.

**MHCF grant interview outcome: B. Birmingham, M. Coffey, D. Gjetson, D. Hartman, and D. Schreiber represented the FoDP, Inc. D. Gjetson had an excellent presentation highlighting the fact that this project has value for the entire Mount Horeb community, our roots are here in these earliest settlements. The presentations by other applicants were not open to the fellow-applicants so there was no way to gauge the competition.

**Brochure reprints-Judy Dvorak has reprinted the current brochure to tide us over until a revision is discussed/agreed upon.

**DNR hunting and area boundary signs: Park ranger Brian will handle this.

**DCP and Friends agreement status: DCP continues to review this to determine whether the entire agreement should be redrafted or only those portions which pertain to insurance. As a reminder, it was reiterated that the Board does not issue the permits for park use. Please refer them to Rhea/DCP.

COMMITTEE REPORTS

ADMINISTRATION, BUDGET, FINANCE, AND PLANNING: The committee report dated 10/11/07 was emailed to the Board as a starting point for future discussions re: the 2008 work plan and budget. The committee members are: R. Parr, D. Thomas, R. Rassner, T. Bailey, and D. Schreiber.

MEMBERSHIP COMMUNICATIONS: D. Thomas will send out an end-of-year donation letter to those current members who are due to renew memberships between August-Dec. Renewals received at this time will be honored for the March 2008-March 2009 year. A general membership renewal letter will be mailed in January, 2008 explaining the new dates for annual membership and the annual meeting in March of each year. It was agreed that the newsletter will be mailed out around February, May and October. The February newsletter will contain a lot of information re: the March annual meeting but it will not serve as, nor replace the customary postcard mailing, as the required notice to members of the meeting.

WEB SITE: R. Parr: Web master Megan has remodeled the home page. It was suggested that a description of the trails, (length, terrain, etc.) would be a nice addition to the web site.

ACTION ITEM: R. Parr will get M. Coffey's historical materials to Megan.

VOLUNTEER COORDINATION AND NATURAL AREAS, TRAILS AND FACILITIES: In addition to the report by P. Hitchcock emailed to the Board, it was reported that:

**The Boy Scouts, with the support of the Upper Sugar River Watershed Association, and possibly Trout Unlimited, will be working on creek maintenance.

**Two equestrian groups from Oregon, coordinated by K. Hegstrom, will complete highway and trail clean-up and conduct a trail ride on 10/21/07.

**The park gates will be closed for the season on 11/1/07.

**The volunteer release forms, as required by DCP, are critical. All individuals who are required to complete a volunteer release form MUST do so, especially since the FoDP, Inc. insurance coverage for volunteers is through the DCP.

ACTION ITEM: K. Hegstrom and Eda Rassner will coordinate a stewardship committee meeting this winter.

ACTION ITEM: DCP is to be contacted re: A spot on the trail with bad erosion needing long-term repair and prevention.

ACTION ITEM: DCP to be contacted re: the need for beginning and end of trail signs to keep park uses on parkland, especially after the publicity re: the Big Springs overlook.

ACTION ITEM TO CONSIDER: It was suggested that a suggestion box be placed at Pop's Knoll and the CTH G Trailhead.

EQUESTRIAN TRAILS: R. Parr: Volunteers are invited to attend the trail ride, supper, and campout on 11/3/07 with or without a horse. 11/10/07 is scheduled as a workday. R. Parr is eager for DCP/Chris James to okay the North Trail.

EDUCATION AND INTERPRETATION: M. Spaay will coordinate 90 third grade students, their teachers, and chaperones for the field trip on 10/17 and 10/18.

ACTION ITEM: D. Schreiber to contact M. Spaay about leadership of the education committee as a volunteer rather than a Board member.

UNFINISHED BUSINESS

ANNUAL MEETING DATE: R. Parr confirmed that the date of 3/29/08 has been reserved at the Deer Creek Sportsmen's facility. The details of the program and scheduling of the annual meeting, election of new Board members by members only, volunteer appreciation dinner and program to be discussed. Everyone in attendance will be invited to join us for dinner and program.

ACTION ITEM: R. Parr will speak to the caterer about the date.

BOARD MEMBER RECRUITMENT PROGRESS

ACTION ITEM: D. Schreiber to contact the Mt. Horeb Chamber of Commerce for the list of their members. Among the members, we may recognize individuals with an interest in the Park to approach about serving on the Board.

SCHEIDEGGER GRANT:

ACTION ITEM: D. Schreiber to contact DCP re: appropriate projects for these grant monies. The Historical/Cultural Committee may want to consider applying for this grant.

NEW BUSINESS

ELECTION OF BOARD SECRETARY: Consensus to continue as is until additional members join the Board.

DONATION CATEGORIES: It was generally agreed that the current donation categories are satisfactory. When a donation is made in a specific category, which is not supported by the Board, the donor has to be personally contacted to clarify the situation.

GARDEN SHOW:

ACTION ITEM: D.Schreiber to contact D. Hartman in the hopes that he will be willing to commandeer the FoDP, Inc. participation in the 2/08 event. K. Hegstrom will contact D. Hartman to participate.

BILLS: MOTION by Hegstrom/Rassner to approve the bills of: \$69.64-D. Thomas, newsletter postage; \$16.87-B. Geimer-maintenance supplies; and \$11.06-P. Hitchcock-staples.

NEXT MEETING: Tuesday, 11/20/06, 6:30 p.m.

ADJOURN: MOTION by Schreiber/Hegstrom carried unanimously.

Respectfully submitted, Vicki Anderson, Recording Secretary