

APPROVED MINUTES-FRIENDS OF DONALD PARK, INC. MONTHLY MEETING OF THE BOARD OF DIRECTORS: 12/18/07

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

CALL TO ORDER/R. Parr: 6:10 P.M.

MINUTES: MOTION by Parr/Marty to approve minutes of 11/20/07. Motion carried 5-0.
ACTION ITEM: V. Anderson to submit the approved minutes to Megan for the website.

APPEARANCES, COMMUNICATIONS, AND ACKNOWLEDGEMENTS: P. Hitchcock plans to attend the open house for the Dane County Conservation Fund Grant Program on Wednesday, January 16, 2008 from 4-7 p.m. in the Lyman Anderson Agriculture and Conservation Center, 1 Fen Oak Court, Madison, WI 53718. Anyone interested in carpooling contact P. Hitchcock.

REPORTS

PRESIDENT: D. SCHREIBER

****Scheidegger Grant follow-up:** The Board needs a committee to study the possibilities for the Scheidegger grant monies. Since enhancing the preservation of natural resources in this area of Dane County is a goal of the grant, a Donald Park project should have a good chance of being funded. We need to assess the opportunities and fill-in the proposal.

ACTION ITEM: R. Rassner, P. Hitchcock, and M. Marty volunteered to work on this. To be discussed at the January Board meeting.

****2008 Garden Show:** Don Hartman and K. Hegstrom have volunteered to spearhead this effort. M. Marty and Kathy Wiggins have volunteered to work at the booth. More details will be forthcoming.

MEMBERSHIP/COMMUNICATIONS:D. THOMAS:

****The response to the donor mailing request continues to be positive.**

****Items for the February Newsletter should be submitted ASAP.**

****Further discussion re: the 2008 membership renewal process will be discussed in conjunction with the annual meeting plans.**

ACTION ITEM: D. Thomas will write a letter to a donor who wishes to contribute to signage in the Park. The letter will explain that the timeline for signage is unknown at this time, since an overall signage plan has to be approved by DCP, and if that were a problem, could the monies be applied to trails in general.

EQUESTRIAN TRAILS: R. PARR: New trail easement agreement for landowners looks good. R. Parr will get feedback from some of the landowners. In January, R. Parr and D. Schreiber will meet with DCP staff re: 2008 work plan and the new equestrian trail on the North side of State Rd. 92 will be a topic of discussion.

VOLUNTEERS: P. Hitchcock: Volunteer hours to Pat ASAP.

UNFINISHED BUSINESS

ANNUAL MEETING/VOLUNTEER APPRECIATION DINNER: Bob Birmingham has confirmed that he is available to give a power point presentation that evening. The volunteers as well as the landowners who provide a horse trail easement will be invited. Jodi, the caterer in 2007, is available for 2008. The catered meal has increased by \$.20 to \$6.95/person. It is hoped that DCP staff will be able to attend a say a few words.

ACTION ITEM: At the January Board meeting, the schedule of events for the meeting of members, meeting of Board, cocktail hour, dinner and entertainment will be discussed. The timing of the notice to members, the solicitation of Board nominations before the meeting, etc. has to be worked out.

BOARD MEMBER RECRUITMENT PROGRESS:

ACTION ITEM: D. Thomas and D. Schreiber will prepare a letter to be sent out to potential Board candidates. The following individuals had expressed an interest in the past and will be asked to consider serving on the Board at this time: Ed Bartell, Gretchen Dahlen, Doug Haag, Mary Felt, Mary Klopotic, and Marsha Ralston. Currently, three seats are open and K. Hegstrom has indicated she will retire after completing her term in 3/08 (fourth open seat) and T. Bailey would like to retire after completing his term in 3/08 but won't leave the Board without a Treasurer (fifth open seat).

REVIEW BYLAWS REGARDING VOTING WITH CHANGE IN MEMBERSHIP DATE:

ACTION ITEM: The following needs to be determined in the January meeting:

** Date to mail the notice of the annual meeting to the members. The Bylaws state that members shall receive notice of the annual meeting not less than 10 nor more than 60 days prior to the meeting. Therefore the window is between January 29 and March 19.

**Deadline for membership to be eligible to vote at the annual meeting. March 15 was suggested as the deadline to provide as much time as possible for members.

**Deadline for nominations to the Board since nominations are no longer accepted from the floor at the annual meeting.

**Process for voting by absentee ballot.

ADMINISTRATIVE POSITION INTERVIEWS: MOTION by M. Marty/D. Schreiber to endorse the committee recommendation to hire Barb Hartman to the LTE position. Discussion: R. Rassner, a member of the committee, stated that two excellent candidates were interviewed on 12/17/07 and Rhea, DCP, will notify them of the Board's decision to hire B. Hartman. Also, it was established that the LTE will work out of her home most of the time and arrange mutually agreed upon times with P. Hitchcock to complete tasks at Pat's. A system will be established for keeping copies of all FoDP, Inc. records in the central files at Pat's and in a back-up for Rhea, DCP. The data has to be retained in a format easily transferred among the interested parties. Motion carried unanimously.

BILLS: None.

NEXT MEETING: Tuesday, 1/15/08, 6:30 pm. in the Springdale Town Hall. Possible agenda items: Consolidation of various upcoming mailings: Newsletter; annual meeting/volunteer appreciation dinner notice to members, and invitation to volunteers and landowners who contribute easements to the horse trail. Annual meeting/appreciation dinner agenda. Grant application.

ADJOURN: 7:15 p.m.

Respectfully submitted, Vicki Anderson, Recording Secretary