

Manchester Parks Foundation Board of Directors Meeting
January 13, 2014 – Manchester Town Hall

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Members Present: Chair Sharon Hughes, Vice–Chair Bill Skinner, Treasurer Marcia Bogash, Secretary Donna Davis, Ellen Frey, Ellen Rugemer, Barbara Trump, Justin Watts, Vince DePalmer,

Volunteers Present: dedicated volunteer Tom Smith.

Guests Present: Town Manager Steve Miller, Councilperson Debbie Howe

Call to Order: by Chair Sharon Hughes at 7:00 PM.

Minutes: A motion was made by Justin Watts to accept the minutes for the November meeting. Motion seconded by Marcia Bogash. Minutes accepted as presented.

Treasurers Report by Marcia Bogash: balance of \$7,634.80.

Kelly has been providing much appreciated assistance with budget and tax reports. Ellen R. is helping Marcia transition to the treasurers roll. Ellen R. will research costs for a laptop computer that can be used by the Treasurer for Board financial business. An updated Quicken program is also needed. The old software is outdated and does not run properly on the newer computers. The bonus check was cut to Sherry. She was informed of her salary raise.

Naturalists Report: Sharon H. reported that Sherry Fisher Cole is doing four programs a month and has combined the Nature Explorers and Outdoor Classroom programs into one “Outdoor Explorers”.

PR Report: Marcia B. reported that there will be a new Archeology exhibit on display at the Library from April 1 to 30. Marcia Bogash, Steve Israel, and Denny and Barbara Trump are working on the exhibit.

Marcia will set up the Nature Center info table during the plant exchange event to take place on May 17 at the North Carroll Library. Marcia B. said it would be helpful to have a nice stereoscope to use during PR activities. Ellen R. mentioned that there might be some stored under lock and key, she will check. A motion was made to purchase one if there is none available. Ellen F. will order nature center logo pens and pencils.

Programs: Gift of Nature -25 Gift of nature Donations have been received.

Memory planting ceremony will be October 12 instead of Oct. 5. This can also be the volunteer recognition day.

Easter Egg Hunt on April 12- Ellen R. and Marcia B. will assemble the four gift baskets

Springfest – Ellen F. is chair of the S.F. committee and reported that 33 sponsor letters have been mailed. She will organize the participants list from 2013 and start contacts. She will also put together a work and job schedule with scheduled “employee” breaks. Justin will look for updated games to replace worn out ones.

Bocce Ball – Vince D. reported that the August tournament will be held on Aug 2 instead of Aug 16. A new league with 20 teams is forming. Special Olympics will also be having their tournament again. Sharon suggested a motion to use 2014 Bocce Ball donations to purchase a new nature center sign for Wilhelm Lane.

Facilities: Building – Bill S. reported that the Town put down new millings on the road and BG&E installed the new smart meter on the building. There is no sign of any recurring mildew. Bill S. sealed seams in the roof and around the cupola and there is no new sign of leakage.

New Building Project – Steve Miller reported that he will meet with the County Health Department to begin the septic study. The building committee developed an initial location and basic design concept sketch. Bill S. will make copies of the sketch. The septic funding will be the first phase of the project. Bill S. will talk to Greg Little to get advice and ballpark figures on building costs. Information for the building grant is due by the end of May. It was suggested to get letters of support from the schools and other that use the building and grounds and to see if the County has a grant writing office that will provide assistance in crafting the wording for the grant applications.

Pond – Steve M. reported that the initial pond design grant has been awarded. A kick-off meeting for the planning of the pond study will be scheduled in February at the Town office.

Trails – Ellen R. and Travis made a very nice, accurate and to –scale trail map. The map will be copied and provided to the library and to visitors. Bill S. and Barbara T. worked with Cub Scout Pack 320 during a maintenance day November 16 at the park and reported that the boys did a **wonderful** job. The pack leader said they will be available to help again.

Maintenance– Tom S. reported that the Steiner is broken–again– and is in the shop. The building flooded again in December. Some parents got stuck on the icy roads at the nature center after a program in December. There was some trail washing during the storms and some tree branches down but no extensive damage to the trails. While sprucing up the area around the sheds and picnic tables Tom found some flakes. He will notify Steve Israel. The town delivered more cobblestones. There are still a few t–shirts and sweatshirts available that could be given to volunteers.

Work Day – The next park clean–up and maintenance work day will be March 29 at 9AM. Work–days are open to all interested volunteers.

Observatory – no news

With no other business, Ellen Rugemer motioned to adjourn the meeting at 8:30 PM. Motion was seconded and accepted.

The next Board meeting will be 7:00 PM, Monday February 10, 2014, at the Town Office Building.

*Minutes submitted by: Secretary Donna Davis
13 January 2014*