

**Friends of Northwest Park  
Executive Committee/Trustees Meeting  
February 13, 2007**

**Minutes**

**Trustees Present:** W. Jay Melley (President), Al Boehm, Carol MacMullen, Ann Allen, Nancy Taylor, Chuck Drake, Kate Ferris-Morrell, Lisa Bress, Randy Lee.

**Friends of Northwest Park Member Present:** Leslie Coyle

**Staff Present:** none

**Regrets received from:** Ford Parker, Terry Langevin

**Absent:** Linda Alexander, Chris Alford, Florence Barlow, Vivian Cicero, John Carmon, Tim Curtis, Dick Dolliver, Mary Hogan, Linda Kollmorgan, Leslie Morgan-Thompson, Dawn Morgan, Michael Novak, Lon Pelton, Bill Schoner, & Debby Silliman.

The meeting was called to order at 7:10 p.m. by President Jay Melley.

**1) FONWP Minutes (Jay Melley):** Jay announced that the minutes for the January 9, 2007 meeting were on line.

Asked for corrections & discussion.

Correction: November's Minutes had been approved at the January meeting .

**Moved:** (MacMullen, Allen seconding): The Friends approved the correction to the January minutes to included the approval of November's minutes. The Friends approved the minutes from the January meeting.

**Approved:** unanimously

**2) Staff Report (Read by Jay Melley) Ford Parker,** Park Manager was unable to attend. He submitted the following report:

**EXHIBIT PROJECTS**

- A wooden door was constructed and installed on the Treehouse Exhibit. This replaced the broken stone door.
- The Treehouse Exhibit steps were tightened and the screw mount holes were plugged.
- A Plexiglas cover was placed over the Birds of Prey from Below exhibit sign TO minimize damage to the panels.

**GRANTS/FUNDING**

- Jeff cleared about 1/2 acre of land, which is slated for the planting of shrubs and wildflowers this spring under the funding of a Natural Resources and Conservation grant.
- Research was started on a Recreation Trails Grant proposal for the newly proposed "Sensory Saunter Trail" for challenged individuals. This is the trail going into the cleared area. This trail will include embedded fiberglass panels affixed with raise braille plates. MP3 audio systems will be placed at each of the three audio stations.

A local Boy Scout will be doing his Eagle Project on this trail and a Girl Scout Troop has raised \$200 and will be planting a variety of shrubs this spring.

## PROGRAMS

### Planning

- The Ecotourism brochure was drafted to be sent out for printing.
- A staff meeting was conducted further prioritize and set goals and objectives for a variety of new public summer programs.

### Public Programs

- Northwest Park at Night attracted 85 participants. The activities went extremely well, which included: Astronomy, an Owl Prowl, a live owl show and discussion, tours of the sugarhouse and animal barn. No owls were called in on the owl prowling; however, two packs of coyotes responded.

## FACILITY AND GROUNDS

- Firewood was collected for the maple sugaring and Northwest Park at Night programs.
- Downed trees were removed from the trails.

Discussion: Northwest Park at Night received a lot of wonderful press attention in the Reminder Press.

**3) Maple Sugaring** (Chuck Drake): It has been too cold for the sap to run. 3 people participated in the TAP for Sap. It was too cold. Approximately 40 people came through the house during the Northwest Park at Night.

John is assisting with the sugaring.

The new trees that line the road to the north are being tapped for the first time.

125-145 taps will be set.

The season is expected to be a short one due to the weather.

**4) Pancake Breakfast** (Chuck Drake): Will be March 24. There is a Coffee House Concert scheduled for March 23 so it will be a busy weekend.

**Tasks for the Breakfast:** Tasks will be assigned at the March meeting. Nancy Taylor has the list of names and phone numbers from previous years. Nancy or Chuck will provide the list so that Kate Ferris-Morrell can make the call for volunteers.

**Syrup:** Chuck has enough syrup and is in the process of gathering other materials necessary for the breakfast

**Publicity:** Kate Ferris-Morrell has agreed to do publicity this year. Possibly the Green Signs on the Town Green, fliers/coloring sheets distributed to school children ( B.O.E. approval for distribution will be handled by Kate Ferris-Morrell) and at the Sugar House. Target date for flier distribution is March 1, 2007. Leslie Coyle agreed to deliver the publicity to the Windsor Chamber of Commerce to be included on the Chamber website.

**Reservations:** The friends will develop a protocol to facilitate reservation procedures. One of the Trustees of NWP will meet with Park staff so that the staff will all have the same basic information.

This will include:

- a) The public is encouraged to make reservations for the Breakfast. The purpose of advanced reservations is so that the Friends can make adequate preparation for the event (especially food).

- b) Capacity for seating is 90 people.
  - c) The outside of the warming shed is not included in the count and is a great space if the weather cooperates.
  - d) Full breakfast includes: pancakes, sausage, orange juice and the choice of coffee/tea/cocoa.
- Clean UP:** The Clean up Crew will start around 10:30 a.m. The last sitting is 11 a.m. Clean up should be completed by noon.

**5) Concert Series:** (Chuck Drake) Complete schedule is on the web. Concerts are every 2 weekend from March 3.

Commitments are being made for next season. Schedules are in the works. Dates are subject to NWP staff approval.

**6) Going Green:** (Jay Melley) opened the discussion with sharing Mary Hogan's interest in this project. Discussion was lively. Initial thoughts on how to proceed were discussed. The importance of connecting with the town planning staff prior to moving forward was proposed. The Friends need to come up with a definition of "What is Green?" Also, the importance of connecting this project to the Mission Statement of the FONWP.

**7) Memorial Projects:** (Nancy Taylor) There has been no decision made as to what will be done in Libby's memory. Nancy is in contact with anonymous donors concerning this project. Nancy will let the Friends know when a proposal has been decided upon.

The suggestion was made that a committee be made to assist in the process. Matching funds exist.

**8) Treasurer's Report:** Randy Lee reported that information was still coming into him.

The accountant should be receiving the information before the March meeting.

The tax return was received today from the June 2006 extension. Turn around time for the re-file will be short.

**9) Early Childhood Services Expo:** (Chuck Drake) Chuck was contacted by a member of the Friends inquiring as to why NWP was not represented at the Expo on February 3rd at L.P. Wilson. NWP was listed as a participant. Did the Friends receive an invitation to be present? (No, according to Jay and others). The importance of having some form of representation next year was discussed. Kate Ferris-Morrell indicated that she had participated in past years as Park staff. The trustees agreed that the lack of representation should be brought to Ford's attention since the park was listed on the flier promoting the event. Note: the park's absence was noted and a query was raised. Nancy Taylor will speak to Betsy Lepek to make sure that the Park was indeed contacted. If the park is unable to staff the expo, the Friends are willing to represent the Park.

#### **10) New Business:**

**A)** Leslie Coyle (Member of the Friends) shared information concerning the development of a WIN-TV series on recycling, reducing and reusing materials. She had been asked to do the program. While brainstorming of the series FONWP Trustees Chuck Drake and Kate Ferris-Morrell were contacted and asked to be presenters in the series. Once Kate and Chuck agreed to participate, asking the Friends to endorse and sponsor the program seemed to be an obvious next step.

Discussion: What would endorsement and sponsorship involve? the use of the good name of the Friends of NWP. Trustees suggested that volunteer support may be possible. Leslie indicated that she was looking primarily to involve WHS students in the production but would let the Friends know when additional volunteers were needed. This project is 2 weeks old.... so there are many

decisions to be made. The Friends will be updated as the process continues. Target date for first program is September 07.

MOVED: (Boehm, MacMullen seconding) To endorse and sponsor “Recycle, Reduce & Reuse” Program Series for WIN-TV.

Approved unanimously.

**B)** Next meeting will be March 13, 2007 at 7:00 p.m.

**C)** Feedback received by Lisa Bress concerning School Programs and alignment to the new State Science Standards. Lisa shared that several teachers had commented on how wonderfully the new school programs aligned with the new science curriculum standards.

Discussion ensued:

Kate Ferris-Morrell shared that she and Tom DeShais had met in the spring to develop the new programs. Tom DeShais is doing an incredible job.

Suggestion was made that Tom present on what is new in school programs including his use of power point to supplement the lessons.

Possibility of an Open House at some future point for Families of Windsor School Children and the public to review what Northwest Park School Programs present. Equipment available etc.

Possibility of presenting pre-school program information at the Early Childhood Expo in February 08.

Both of these public presentations would focus on how the programs match the State Standards for Science.

MOVED: (Taylor, MacMullen seconding) ADJOURNMENT.

Approved unanimously.

Meeting adjourned at 8:35 pm.

Respectfully submitted,

Leslie Coyle