

**Friends of Northwest Park  
Annual Meeting  
November 12, 2006**

**Minutes**

**Trustees Present:** W. Jay Melley (President), Ann Allen, Linda Alexander, Nancy Taylor, Randy Lee, Vivian Cicero, Florence Barlow, Chuck Drake, Mickey Mattei

**Members Present:** Bill Harris

**Staff Present:** Ford Parker

**Regrets received from:** Mike Novak, Mary Hogan, Dawn Morgan, Terry Langevin, George Slate

**Absent:** Lisa Bress, John Carmon, Tim Curtis, Dick Dolliver, Linda Kollmorgan, Carol MacMullen, Lon Pelton, Bill Schoner, and Debby Silliman.

The meeting was called to order at 3:21 pm by President Jay Melley.

**President's Report:** Melley acknowledged the death of Libby Taylor, go-to person, and coordinator extraordinaire. She created a vacuum that can never fully be filled. She worked at what is now our task, to keep the park moving forward. He distributed a revision of the tribute which had been published in May in the newsletter.

**Nominations Committee:** (R. Lee reporting for T. Langevin)

Bill Harris asked about trustee attendance at meetings, suggesting that elected trustees should be required to attend meetings. President Melley talked about how we have to change the culture to encourage trustees to come rather than "require" attendance, but he acknowledged that attendance is important.

Lee then presented the following motions:

**MOVED:** (Florence Barlow seconding) that the following nine persons be elected to full 3-year terms as trustee:

Christian Alford  
Ann Allen  
Al Boehm

Tim Curtis  
Dick Dolliver  
Chuck Drake

Kate Ferris-Morrell  
Randy Lee  
Lon Pelton

**APPROVED UNANIMOUSLY**

**MOVED:** (A. Allen seconding) That the following two persons be elected to terms fulfilling other existing terms:

Michael Novak (2007)  
Nancy Taylor (2008)

**APPROVED UNANIMOUSLY.**

**MOVED:** (N. Taylor seconding) That Chuck Drake be re-elected as Vice-President, and that Terry Langevin be re-elected as Secretary for two-year terms.

**APPROVED UNANIMOUSLY.**

**MOVED:** (A. Allen seconding) That Randy Lee be elected as treasurer for a 1-year term, fulfilling the unexpired term of George Slate who resigned (through 2007).

**APPROVED UNANIMOUSLY**

**Pancake Breakfast:** (Jay Melley) – Melley noted that we now have a list of contributors and volunteers which will help in the organization of future Pancake Breakfasts

**Treasurer's Report:** (R. Lee) Lee briefly discussed the report prepared by George Slate which was distributed. The report shows assets of \$82,691 as of the end of FY2006 (6/30/06).

**Country Fair Wrap-Up:** (M. Mattei) – Mattei reported a very successful Fair and gave credit to all who participated. Income was up to \$9803 including \$3803 from the fair and \$6000 from the box lunch auction. She said that some of the increase was due to \$1000 more in tickets, the increased admission charge, restricting early admission before there was someone to collect admission, and great weather.

Presentations were made to Mickey Mattei by Nancy Taylor (scrapbook), from Ford Parker (original photograph), and from Jay Melley for the Friends (gift certificate). Mattei thanked the Friends and the Park and spoke of her happiness at being able to Chair the fair for Libby Taylor.

**Scholarship Fund:** (Nancy Taylor) \$5600 was spent on 75 classes during the past year.

**MOVED** (M. Mattei, Florence Barlow seconding): That the name of the Gordon Taylor Scholarship Fund be changed to the Libby & Gordon Taylor Scholarship Fund, effective immediately unless there is any legal designation which must first be completed.

**APPROVED UNANIMOUSLY**

**Lecture Series:** (J. Melley for M. Hogan) The Lecture Series is in the formative stages. More details will be forthcoming.

**Field Management Program:** Melley asked Eric Davis for information. It was suggested that the Friends should go to the town about picking up the cost again, although town cut it this year and we covered it (\$4000). Ford Parker indicated that he will put it into next fiscal year's budget request.

**Membership:** (J. Melley for Sharon Cassabella). Membership stands at about 130. We need more members, and discussion produced several suggestions: Notes could be put in dog renewal notices from town, we could have a table in front of Nature Center on weekends, info could be sent to people who rent the warming shed, posters could be placed in the hallway, etc. L. Alexander volunteered to provide art supplies for posters.

**Coffee House:** (C. Drake): Only 1 date remains to be filled. Chuck requests 8x10 photos for wall from each performer. It was suggested that we should have more information available and posted on why we do the series and that it benefits the Libby & Gordon Taylor Scholarship Fund. Attendees were encouraged to let Chuck know any place where a poster may be accepted as publicity. Details of the concert series are on the web site.

**Volunteer Committee:** (J. Melley) Dawn Morgan spearheaded the repainting of the back room which looks spectacular. Thanks were given to Dawn *in absentia* for a great job and a great group of volunteers. We need to know who that great group is – many were new volunteers! We need to keep closer track of our volunteers in general.

**Website Committee:** (R. Lee). The site is averaging over 4000 hits, 1500 unique visitors, and over 1000 new visitors each month. The trend is upward.

**Staff:** (Ford Parker): A handout provided of strategic spending plan proposal (reproduced below). \$5975 was requested through end of this fiscal year (FY06 ending 6/30/07), and \$17,250 was requested for FY07.

Ford described the projects requested for this year, including the new "Ecotourism" Travel Program, an additional internship, GPS units; Ecotourism program, etc. (total \$5975). (See below).

**MOVED** (Florence Barlow, Ann Allen seconding) that the Friends approve the additional \$5975 to the park for this FY for the items listed below. Questions were answered about security of GPS (they are signed in and out), nature of expenses for the ecotourism trips – "Northwest Park Natural Excursions" - (books, carrying cases, etc.), number of trips (3 in spring, led by Jen Filer), expected numbers on trips (good size would be 15-20 per trip).

C. Drake spoke against the motion saying we need more Nature Center programs first. B. Harris spoke in support of the program, saying he agrees with Ford that it will increase use and awareness of NWP. Parker noted that there is an increase in park programs.

**APPROVED 10-1.**

Ford then presented his requests for FY07 (see attached list). Requested \$17,250 for FY07.

**MOVED** (R. Lee, B. Harris seconding) approval of the requested \$17,250 for FY07, the specific allocation to be determined in consultation with Ford. The Friends noted the general requested allocation which is reprinted below which will be discussed in its specifics. It was made clear that while the amount to be contributed by the Friends is approved, neither the Friends, nor the Park are committed to the specific allocation listed below.

**APPROVED UNANIMOUSLY.**

Ford then discussed his wish list of items which includes:

Mission Ground Truth Connecticut	\$50,000*
Pond Restoration:	\$50,000
15 Passenger Van (hybrid):	25,000
Nature Center Carpet Replacement:	15,000
Maple Sugaring Museum (renovated garage):	\$10,000
New Nature Center Air Conditioner:	10,000
Windmill Educational Sign:	\$2,000
Cots (for overnight summer camp)	\$1,000

\*This is a 2-day grades 6-8 technology program involving computer labs, GPS systems, radios and measuring equipment to scientifically determine the health of the Northwest Park forest ecosystem. An additional \$80,000 will be sought in State and Federal funds.

Ford then demonstrated the progress on the bird mobile.

**Other Business:**

Chuck Drake wants FONWP to get more FONWP programming and through that, get more people involved.

There being no further business, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Randy Lee, Secretary *pro tempore*

**Strategic Spending Plan Proposal  
Northwest Park: Fiscal Years 2006 & 2007**

Specific funding requests for the remainder of FY06 FY07 as to the general funding areas established by the Friends of Northwest Park:

<b>A. <u>Environmental Education</u></b>	<b><u>FY06</u></b>	<b><u>FY07</u></b>
	<u>7/1/06-6/30/07</u>	<u>7/1/07-6/30/08</u>
1. Youth Conservation Corp (YCC) Part-time wages for two YCC youth workers @ \$1,500 each.		\$3,000
2. Internships Part-time wages for the spring (\$1,800) and fall (\$1,800) college internships.	\$1,800	\$3,600
3. Rainbow Reservoir Canoe Program Access Three (3) 10-wheel truck loads of stone at \$600 each to compact the muddy area that leads to the reservoir access location.		\$1,800
4. Garmin GPS Units Six (6) Garmin GPS units @ \$175 each for use at the new "Geocaching" program and Summer Nature Camp (grades 6-8).	\$1,050	\$1,050
5. "Ecotourism" Travel Program Seed money to assist with the purchase of equipment and supplies and to fund marketing costs (paid advertisements and brochures) for the first series (spring of FY06 an fall of FY07).	\$1,500	\$1,000
 <b>B. <u>Land Care &amp; Conservation</u></b>		
6. Trail System Directional Signs Fifteen (15) directional wood-routed signs (\$75/each) at strategic locations, which will aid the hiker(s) to find connecting trails and the nature center.		\$1,125
7. Butterfly Garden Seeding Addition of perennial and annual plants, used as both nectaring and host plants by native butterflies, in the new butterfly garden.	\$500	\$300
8. All Persons Trail Signs and Braille Ten embedded fiberglass panels with stands and metallic Braille plates to be used on the new 1/2 mile "All Persons Nature Discovery Loop", which includes the new butterfly garden. To be used with Special Ed programs.		\$4,000
 <b>C. <u>Environmentally Sustainable Practices</u></b>		
9. Organic Gardening and Composting Information Signs Two embedded fiberglass panels to be located at the new Demonstration Organic Gardening Area.		\$2,500
<b>Request Totals:</b>	<b>\$5,975</b>	<b>\$17,250</b>

**Major FY06 approved Spending Initiatives in progress or completed:**

**A. Environmental Education**

- 1. Youth Conservation Corp (YCC) \$3,000 (Completed)  
Part-time wages for two YCC youth workers @ \$1,500 each.
  
- 2. Exhibits \$2,750 (In-Progress)  
All weather map box for the outside map kiosk, new interior snake panels, upright Plexiglas barriers for the turtle pond, and eight (8) birds of prey wooden cut-outs for the overhead mobile.
  
- 3. Stream Table \$600 (Completed)  
Custom made stream table for use with the new “Water in Action” program.

**B. Land Care and Conservation**

- 4. Habitat Field Work \$4,000 (In-Progress)  
Monitoring and managing the habitat fields by consultant Eric Davison.
  
- 5. Treehouse Steps Replacement \$1,200 (In-Progress)  
Additional funding needed to complete the new steps and railings.

**C. Environmentally Sustainable Practices**

Total Approved FY06 In-Progress & Completed Projects:	\$11,550
Total FY06 Newly Proposed Projects:	<u>\$5,975</u>
Grand Total FY06 Project Funding:	\$17,525