

## Friends of the Parks, Minutes from the January 19, 2022, Trustee Meeting

Present: L. Arnold, S. Frankforther, B. Hale, J. Mathews, R. McLaughlin, S. Nesper, C. Weis, Staff: C. Smalley, E. Scott, C. Spicer, J. Sands

Zoom Meeting called to order at 3:02pm.

### EXECUTIVE:

1. Chris Smalley was introduced to the Friends Trustees. He is the new Director of the Wood County Parks, replacing Neil Munger.
2. C. Weis talked about the Neon system and how it will be changing processes, all forms, and possibly procedures.
3. This year will be focusing on updating paperwork, which includes Bylaws, Strategic Plans, Social Media, etc. Please contact Candace if interested in helping.
4. Executive Position for Secretary needs filled. We need someone to step up and take notes at the meetings.
5. An updated Trustee list, plus, the monthly calendar of events for 2022 will be handed out at the next meeting.

November minutes were accepted. Report approved with 1<sup>st</sup> motion: B. Hall, 2<sup>nd</sup> motion: L. Arnold

6. Treasurer's report:
  - a. November 2021
    - i. Total Balance: \$184,840.93
    - ii. Operating Balance: \$31,456.42
    - iii. Unrestricted Balance: \$44,104.86
    - iv. Restricted Balance: \$46,059.07
    - v. Levy: \$12,557.98
    - vi. Online: \$293.73
    - vii. Endowment Fund: \$50,368.87
  - b. December 2021
    - i. Total Balance: \$180,675.00
    - ii. Operating Balance: \$31,573.77
    - iii. Unrestricted Balance: \$44,802.80
    - iv. Restricted Balance: \$40,980.58
    - v. Levy: \$12,557.98
    - vi. Online: \$391
    - vii. Endowment Fund: \$50,368.87

Report approved with 1<sup>st</sup> motion: B. Hall, 2<sup>nd</sup> motion: J. Mathews. Motion carried.

## COMMITTEES:

1. Membership:
  - a. A Chair for the Membership Committee is needed. If interested, please let C. Weis know.
  - b. Discussions will be taking place regarding the Renewal Drive. Jim indicated that emails will be sent to the Board for approval via Neon. Be on the look out for them. Looking for feedback.
  - c. Renewal letters will be mailed out in February as well as online.
2. Photo Contest
  - a. The Photo Sale brought in \$668, plus, donations. Both framed and loose pictures were sold.
  - b. People Choice awards will be posted on Facebook and Instagram for those who submitted pictures in November, 2021. Once voting ends, winners will be notified.
  - c. Participation via Instagram “blew up” during the vote online for peoples choice with many more people participating using this app.

## DIRECTORS:

1. C. Smalley
  - a. Asked that we be patient. With 3 individuals stepping down, job descriptions are being updated and positions/duties are being shifted around. A total of 75 years of work history was lost when these individuals retired.
  - b. Will be developing more clearly defined procedures for the Commemorative brick trail as well as the Bench programs.
2. J. Sands
  - a. Excited about Neon and the new possibilities it provides.
  - b. Working on the Spring Oak Leaf. Labels will be need by mid-February.
  - c. Seed cleaning marathon takes place on January 29<sup>th</sup>.
  - d. Is working on the possibility of Volunteer Olympics occurring this summer as a way to celebrate our Volunteers help in the parks.
3. C. Spicer
  - a. Photo's of the Wildlight Project was shared. 400 individuals attended even though it was very cold
  - b. Craig thanked the Friends for sponsoring the WildLight Project.
4. E. Scott
  - a. Waiting to hear back from vendor about purchasing a tag machine.
  - b. Native Plant Sale will be held on May 7<sup>th</sup> at the Wood County Fairgrounds. Volunteers are needed to handle the cash box. Discussion took place regarding the time of the event. Possibly
    - i. Friday, 10-1 (Friends Only)
    - ii. Saturday, 10-1
    - iii. Also discussed a Saturday only event with the Friends coming prior to the start of the sale.
  - c. Eric indicated that it would not be possible to allow pre-orders due to the lack of staffing.

- d. Eric wondered about getting boxes with possibly the Friends logo on them (24x16x4). J. Mathews indicated he would look into getting them donated.
- e. E. Scott and J. Sands are entering the Chili Contest

**OLD BUSINESS:**

- 1. Trustee Board Member application is available. Please share with those who may be interested.
- 2. Little Library is self-sustaining. R. McLaughlin indicates it is quite successful. She checks the library periodically for appropriate material.
- 3. 2 membership meetings will be held. Save the dates
  - a. April 24<sup>th</sup> at Otsego Park
  - b. October 9<sup>th</sup> at W. W. Knight Preserve
- 4. Bylaws need updated. As it stands, Trustee's are voted in by the Board and Officers are voted in at the 1<sup>st</sup> Membership Meeting in April.
  - a. Current Candidates
    - i. C. Weis, President; J. Mathews, Vice President; L. Arnold, Treasurer; still need a secretary

**NEW BUSINESS:**

- 1. C. Spicer
  - a. Requested funding to replace the upholstered chairs and carpet at W. W. Knight. They were originally purchased in 2005.
    - i. Friends asked if the current chairs can be recovered if delivery dates on new furniture is not reasonable. The fabric would need to be public appropriate: stain resistant
    - ii. Can Carpet Tiles be a possibility for updated flooring?
  - b. The bird viewing room at WW Knight has been updated with new murals.
  - c. Sawyer Quarry needs also some type of couch.
  - d. Friends asked C. Spicer for a rough cost estimate for both W.W. Knight and Sawyer Quarry
- 2. Strategic Plan is on hold until the Neon system is implemented.
- 3. Committees for 2022 will be discussed at the next board meeting.
- 4. Budget has been submitted to C. Weis. It will be brought to the Trustee's meeting in February for discussion and final approval.

Next meeting at W. W. Knight Preserve on Wednesday, February 16 at 3pm.

Meeting adjourned at 4:10pm

Hours 1.25

Respectfully submitted by

Candace Weis and Laura Arnold