

## Friends of the Parks, Minutes from the February 16, 2022, Trustee Meeting

Present: L. Arnold, T. Brininger, G. Dean, B. Hale, J. Mathews, R. McLaughlin, S. Nesper, and C. Weis  
Parks Staff: Z. Albert, J. Sands, and C. Smalley

Meeting called to order at 3:02pm.

### EXECUTIVE:

1. C. Weis indicated that she has been busy with Neon, Membership Renewals, etc. More to report next month.
  2. The minutes of the January meeting were submitted via email. Copies were not available at the meeting. C. Weis indicated that the minutes were submitted by herself and L. Arnold until a new secretary can be found.
    - a. Minutes were approved with 1<sup>st</sup> motion by J. Mathews, 2<sup>nd</sup> motion by B. Hale. Motion carried.
  3. L. Arnold distributed the Financial Statement for January 2022.
    - a. January 2022
      - i. Total Balance: \$182,187.03
      - ii. Operating Balance: \$31,758.10
      - iii. Unrestricted Balance: \$43,802.80
      - iv. Restricted Balance: \$43,599.28
      - v. Levy: \$12,557.98
      - vi. Online: \$100
      - vii. Endowment Fund: \$50,368.87
- Report approved with 1<sup>st</sup> motion: J. Mathews, 2<sup>nd</sup> motion: R. McLaughlin.  
Motion carried.

### COMMITTEES:

1. Membership:
  - a. A Chair for the Marketing Committee is needed. If interested, please let C. Weis know.
  - b. L. Arnold indicated that current membership is 352. 2022 Membership Renewal Letters will be discussed during New Business.
2. Photo Contest
  - a. S. Nesper indicated that the winners for the People Choice awards have been announced via Facebook and Instagram.
  - b. S. Nesper announced that the Photo Reception will be held in Spring instead of Fall in hopes of attracting more interest. The event will take place on April 1<sup>st</sup> through April 7<sup>th</sup>, 2022. The reception will take place on April 7<sup>th</sup> from 5p-7p.
  - c. Hospitality will be helping with food for the reception.
  - d. The Photo Committee is already working on next years event. They are researching what else they can do with the prints (ex: merchandise).
3. Spring Native Plant Sale
  - a. R. McLaughlin indicated that the Native Plant Sale will take place at the Wood County Fairgrounds on May 6<sup>th</sup> and 7<sup>th</sup> from 10am-1pm. The location needed moved from the

Park Headquarters due to lack of parking. S. Frankforther will be assisting. Volunteers are needed.

- i. Setup on May 5th
  - ii. Friends only event on May 6<sup>th</sup>
  - iii. Friends and the Public may attend the event on May 7<sup>th</sup>.
- b. R. McLaughlin suggested a time change be considered. 10am to 2pm may help with the mad rush at the beginning of the sale. G. Dean suggested moving the Friday hours to an evening shift due to Friends members working. Z. Albert indicated that they would need to talk with Sonja Jennings prior to the times changing.
- c. C. Smalley suggested that we see how this year goes and circle back after the event to discuss what went well and what didn't.
- d. Advertising for the event was discussed. Possible ideas included:
- i. The Marquee at the Wood County Fair Grounds
  - ii. Banner for the fence at the Wood County Fair Grounds
  - iii. Advertising in the Newspaper
  - iv. Sending out an announcement through Neon
  - v. Flyers to be posted
  - vi. Newsletter with a list of all plants being sold
  - vii. Postcard sent a week prior as a reminder
- e. R. McLaughlin indicated that if you wish to be a part of the ZOOM call regarding the Native Plant Sale, to let her know.

#### **DIRECTORS:**

1. C. Smalley
  - a. Announced that the new Chief of Police is Steve Thomson
  - b. Assistant Director for the parks is the next position to be filled.
  - c. Meetings for the Park Board of Commissioners has changed times. It will now be the 2<sup>nd</sup> Tuesday of the month at 3pm. This allows for more staff to attend the meetings
  - d. Recently attended the Ohio Park Annual Conference and is excited to show two videos: Power of the Park and Recreation: Impact on Lives. The second video showcases the Wood County Parks Conservation efforts.
  - e. The Wood County Park District received a Statewide Award. The district won second place in Category 12: Recreation Programs and Events for their Geochase program!
2. J. Sands
  - a. Spring Oakleaf has been sent to the printers
  - b. Friends Bird Migration Field Trip will be held on May 14<sup>th</sup>.
  - c. Craig Spicer is working on the Furniture Quotes for WW Knight. If anyone knows of a local business that does reupholster, please let J. Sands know.
  - d. AED units have been received for WW Knight.
  - e. Commemorative Trail procedures have been updated by Eric Scott. Order forms will be submitted twice a year.
  - f. Working on handbills for the plant sale.

- g. Outreach for the Fair Season has begun. The Trustees were in agreement that a new location is needed at the Wood County Fair Grounds.
  - h. If you know of any gardeners who would be interested in adopting a garden, please let Jamie know.
3. Z. Albert
- a. Will be requesting funds for this year's bees and honey sale as soon as the staff are able to determine how the current hives survived the winter.

**OLD BUSINESS:**

1. Bylaws need reviewed and updated. If interested in working on them, please let C. Weis know.
  - a. R. McLaughlin and G. Dean are willing to assist
2. 2022 Committee Sign Up sheet was distributed
  - a. J. Mathews suggested that the chairs for the committee's be added to the list prior to it being distributed for members to sign up. Any members returning to that committee should also be included.
3. 2022 Trustee List was distributed
4. 2022 Calendar of Events was distributed.

**NEW BUSINESS:**

1. 2022 Draft Budget was distributed by L. Arnold
  - a. S Nesper requested that we implement a procedure to allow committees to request funding. L. Arnold indicated she would add this into her procedures.
  - b. A change under the Unrestricted Budget, Photo Budget Line item was increased from \$1,500 to \$2,000.
  - c. 2022 Budget was approved with the change listed above.
2. Committee work is currently handled by the Trustees. C. Weis asked if members of the community, who are not Trustee members, could assist with the committee work.
  - a. G. Dean indicated we should take advantage of our members who wish to volunteer.
  - b. Trustees agreed with the use of members to assist with the committee work as long as a Trustee member is the Chair of the committee.
3. Membership Renewal letter was distributed. This letter will be sent in the mail by next week. On March 1, those who have an email address in Neon, will receive an automatic email if their membership has expired or will expire within 15 days. Thank you letters are also generated out of Neon.

Next meeting will be held on Wednesday, March 16 at 3pm at Headquarters

Meeting adjourned at 4:14pm. 1<sup>st</sup> motion by J. Mathews, 2<sup>nd</sup> motion by L. Arnold

Hours 1.25

Respectfully submitted by

Candace Weis and Laura Arnold