

Capital Area Greenbelt Meeting, May 16, 2018 **Minutes**

Attendance: Board members: Barry Schoch, Marcia Nye, Carl Dickson, Michael Shaull, Dick Norford, MaryAnn Furedi, Gary Myers, Cindy Hogeman, tele-conference: Shannon Gority. Members/visitors: Diane Kripas, Becky Schuchert.

Call to Order: Barry Schoch, president. Barry requested any business that requires a vote be moved ahead in the agenda since he needed to leave early.

Review/approval of April minutes: Cindy Hogeman. The most recent corrected version of the minutes were approved without further changes by a motion/second by Carl/Gary.

Treasurer's Report: Marcia Nye (see submitted files). The current figures are in flux due to substantial funds recently deposited for Tour de Belt. The bills associated with TdB will be paid following the event. The treasurer's report was accepted by a motion/second by Gary/Cindy.

Marcia requests needing volunteers for handling the new database of members.

Marcia, Scott Shepler, and Skelly & Loy met with DEP to review how the finances for the Growing Greener grant will be handled.

Marcia contacted our insurance company to request information on bonding anyone in our organization who holds a position in which a financial decision is needed. She and/or Keldeen will report in the Finance committee when the information is received.

Discussion: Due to the logistical difficulty of frequently getting 2 signatures on checks of amounts >\$500 making a policy change (rather than a change to the Bylaws) was agreed upon to handle certain situations.

Motion: Two (2) signatures on checks will no longer be required for expenditures >\$500 for any 1.) recurring invoice or purchase already approved by the board, 2.) expenditure voted on and approved by the Board, or 3.) any emergency expense approved by the Executive Committee.

Note: 2 signatures will still be required for expenditures >\$500 not already approved by the board.

The motion was made/seconded by Carl/Dick.

NEW BUSINESS - "Guiding Principles"

Barry would like a small group of Directors to develop a set of guiding principles to assist us when representing the Greenbelt to outside agencies, organizations, or any other third parties. The goal is to present a consistent and cooperative Association which will maintain good relationships. The committees to be represented to develop these guiding principles should be the maintenance, planning, and PR/communication committees. These committees should work with Barry to decide who will be working on developing the guiding principles.

COMMITTEE REPORTS:

Reminder: Barry requested: 1.) he and Keldeen be kept informed of all committee meetings. They will take turns sitting in on meetings to provide continuity and coordination between the committees.

2.) all committees are asked to formulate a list of goals or topics of effort they plan to pursue for the remainder of the year to be discussed at the next meeting.

Governance- Diane Kripas. (See submitted report).

Discussion about bylaw amendments vs. policy changes. Any bylaw changes would have to be first approved by the Board then presented to the membership for their approval at the Annual Membership meeting. It is possible to make policy changes in lieu of bylaw changes, if needed. We currently have no bylaw committee but any issues requiring a bylaw change should be brought up to the Governance committee for consideration. A motion to adopt a new policy could be brought up at a Board meeting and passed by a majority vote of the Directors.

Suggestions for potential new Directors should be presented to the Governance Committee. The process of vetting new Directors will begin in July. Several Directors terms will be expiring by the end of this calendar year. Any Director whose terms expire at the end of this year who does not intend to continue on the Board for another 3 year term should contact Diane to let her know.

Development /Special Events - Diane Kripas (see submitted report).

Wetland Festival - volunteers were present at the booth but w/o the display. The display has since been located.

Memorial Day booth - volunteers are needed. Karen Isaacman, our volunteer coordinator is working on recruitment. The booth is shared with Recycle Bicycle.

The Butterfly Release at the Five Senses Garden is planned for July 22.

Tour de Belt - So far \$14,800 have been raised in cash sponsors donations with the most recent Aetna and Pinnacle donations. Pinnacle's donation also included a donation to the Greenbelt Weekend. 556 bicycle riders have already registered on-line to ride. Nearly all volunteers to run the TdB event have been recruited. All Board Directors are encouraged to be present to either volunteer or to ride in the event.

Annual Meeting - Wed, Nov 14, 2018. Marcia has reserved the room at the Giant on Linglestown Rd.

Awards/volunteer Recognition Dinner - is planned for Friday, Feb 2, 2019 at the Best Western Premier. A deposit was placed to secure our date.

EarthDay - MaryAnn Furedi reports. (see written report)

Thanks to Highmark employees, the Vista School, Rocky Gleason and Scott Shepler for using their trucks to haul tires, the River Runners and Harrisburg Area Road Runners, the Great Harrisburg Cleanup, McCormickTaylor employees and the Rotary Club..... lots of discarded tires were gathered, trash was picked up and trees were planted along Spring Creek. Many thanks to all volunteers.

Efforts will be made in the future to have trash cleanups more frequently particularly in problem areas possibly developing a trail section adoption system to cover particular areas. Developing a network of willing volunteers should make future clean-ups easier to organize.

Membership - Mike Shaull, chair. A recent phone conference of the committee discussed the current focus of the upcoming membership drive details. The CAGA website has been updated to handle new and renewal of memberships. Mike will work with Tim Poole to program the website to have multi-year or even 'lifetime' memberships possible. Payments currently can be made on-line successfully for an annual membership. There will be a focus on adding corporate memberships. Attempts will be made to funnel volunteer interests through the website to more effectively match willing volunteers to ongoing projects and organization outreach. The website may also be improved to facilitate the channeling of donation dollars to particular funds (ex. Dock fund, Five Senses Garden, General Fund). The annual membership will be a Jan - Dec membership. Sending a paper membership letter every year is still planned. The membership brochure will be refreshed. The template for the old brochure is currently at Graph Tech. Mike Shaull will contact them for the file with the intent to make improvements for future printing and distribution. Printing costs are expected to be fairly low.

Mike also reported that Bike Share may be able to expand to the West Shore. The Cumberland Area Economic Development Corporation (CAEDC) and the TriCounty Planning Commission may be local organizations CAGA should work with to coordinate local efforts.

Planning - Geoff Knight, chair (not present). No new report available however, Geoff requests all committee chairs submit their input for the REVISED STRATEGIC PLAN, if they have not already.

Also, requested are answers to the McCormickTaylor questionnaire circulated at the last few Board meetings regarding the Interstate 83 construction project.

Finance – Keldeen, chair (not present). Keldeen reports she is working on the development of an endowment fund for CAGA. Carl Dickson volunteered to be involved in the endowment fund development decisions as he has

experience in that area for other organizations. Other aspects of this committee presented in the Treasurer's report by Marcia.

Maintenance - Carl Dickson, chair. The zero-turn mower has been purchased.

The consulting fees for the traffic safety study (previously approved up to \$8,000) was billed and only ~\$1,000 was needed. The crosswalk mandated by PennDOT will be placed at the intersection (per results of the safety study).

PR/Communications: Dick Norford, chair. Until otherwise decided, SAMBA'S reports will be reporting through the PR/Communcations committee. No new reports were received from SAMBA. Nick Loftus will be providing a map of the mountain bike trails to be posted on our CAGA website.

The Dept of Forestry approached Dick about the development of a brochure highlighting the trees located along the Greenbelt trail. MaryAnn Furedi agreed to coordinate this effort with Ellen Roane (Dept. of Forestry). This topic will be discussed in more detail at our May Board meeting as NEW BUSINESS.

Dick would like to develop a list of volunteers willing to represent CAGA at our CAGA booth as opportunities arise (ex. Wetlands Festival, Arts Festival, Tour de Belt, etc.).

Correction to Dick's written report: No Last Call Band will be playing at HACC at the finish of the ride.

OLD BUSINESS - Dick Norford reported the Assylum Run location of CRW construction will not begin until after Tour de Belt. (See submitted report, 'Tree Walk')

As a result of the meeting of all participating parties of the Sewer project on the State Hospital Grounds, the initial estimate of cutting down 35 trees was reduced to cutting only 16-17 trees. When the project is completed, the GB trail will be put back to its current location.

Other business (Announcements):

None

Adjournment:

Motion/second to adjourn by Dick/MaryAnn passed.

Next meeting: June 20th.

Respectfully submitted,

Cindy Hogeman, secretary