

## MEETING MINUTES OF NOVEMBER 13, 1996

**ATTENDEES:** Jim Campbell, Keith Phillips, Jerry Hendricks, Jerry Newman, Holly Hannum, Larry Klevans, Bill Ide, Bob Carroll

Meeting was called to order at 7:21 PM by Jim Campbell.

### DISCUSSION ITEMS:

1. The minutes from the previous meeting were reviewed and accepted by the Board.
2. Financial statement was reviewed and discussion held on it.
  - a. The statement listed repairs in two separate places. Holly was not sure of the repairs but would get back to the group.
  - b. Holly said there were two more weeks of classes to come through yet this year and that some schools had not yet sent their money in yet. Because of this, the revenues were slightly behind the expenditures.
  - c. Jim said the checking balance was around \$18,000 right now and he estimated that the year end balance would be approximately \$20,000.
  - d. The financial statement was accepted as submitted by the Board.
3. Jim said that Holly and Karen were working on next year's budget. Holly will be able to submit a draft to the board by the January meeting. Jim was unsure when Karen could get her part submitted but would check with her.
  - a. The need to have a financial committee formed was discussed. All were in agreement that if we are to stay financially healthy, we would need to do more planning.
  - b. Jerry H. suggested that we talk to Ted Bartow on becoming the Treasurer. Jim took the action to talk to Ted.
  - c. Larry volunteered to be on the financial committee after the end of January.
4. Holly asked what the plans for her were for this winter. She said that someone should be checking on the facilities on a routine basis. She volunteered. Jim said that he was hoping to continue the Outreach program again this winter. This is where we would go out to the kindergarten classes and introduce them to environmental and nature education.
  - a. Jim said that Sue was scheduled to come in once a week to collect the mail and pay any bills. Karen has offered to let Sue work at Karen's house for this. A consensus of agreement was reached on this.
  - b. Jerry H. told us that Karen has asked that the new computer be put in her house for the winter for security reasons. All agreed.

5. Holly said that we should provide some training to Sue this winter on the use of the new computer. Once Sue has more training on the computer, she could perform some of the tasks that Karen has been performing. This would then free up Karen to work on other duties.
  - a. Bill volunteered one to two hours a week in January and February to train Sue on the use of the new computer.
  
6. Jerry H. reviewed the March for Parks program.
  - a. He has sent in the necessary forms and information to the M for P. The date to hold this is April 20, 1997.
  - b. Jerry has talked with the Star Spangled Marchers (a member of the Volksmarch Organization) and they will co-sponsor the activity. They expect to bring 200 to 300 marchers for this event.
  - c. M for P will supply us with all the promotional items that are needed to get this event going. We must then use their logos and corporate sponsors for this event. We must be careful not to sign up any local corporate sponsors' that are competitors of these.
  - d. The Board unanimously agreed that it will act as the Planning Committee for this event.
  - e. Since this is a march for supporting parks, the money must go to the Fair Hill Park. Jerry has discussed this with Ed Walls and Ed has agreed that any monies raised would be used to improve the Nature Center site.
  - f. The Board agreed to set the goal of generating \$3000 gross from this event. We will set the minimum pledge for individual marchers at \$10. For marchers collecting a minimum of \$25 in pledges, we would give them a prize/incentive.
  - g. A working meeting is needed in December for developing the brochures and pamphlets for this event. All Board members should come to the next meeting with names of volunteers to be Team Captains.

**NEXT MEETING: WEDNESDAY, DECEMBER 11, 1996, 7:00PM AT THE CENTER**

7. It was decided that we would continue the strategic planning sessions in January of next year.

**TENTATIVE DATE IS SET FOR JANUARY 11, 1997 AT 7:00PM**

The meeting was adjourned by Jim at 9:15 PM.