

**FAIR HILL ENVIRONMENTAL FOUNDATION, INC.**  
**BOARD MEETING MINUTES**

**April 6, 1997**

**ATTENDEES:** Jim Campbell, Gerry Hendrix, Jerry Newman, Bill Ide, Dennis Clower, Larry Klevans, Holly Hannum and Karen Aspinwall.

**ORDER OF BUSINESS:**

1. The President lead discussions about Sue. She had received another job offer, but was willing to stay with the Nature Center if she got a raise of \$1.00 per hour. It seemed to be a good business decision to grant her the raise as it would be costly and time-consuming to get a replacement for her, However, she would be expected to do more of the administrative work that is done by other staff members.

2. The effect of only providing a salary increase to one member of the staff was discussed. It was noted that a pay scale needs to be established for the staff, and that a Personnel Committee should be established to establish and operate the personnel policies. Also, there was a need for job descriptions. However, they should not be so tight as to reduce flexibility, a feature the staff likes.

3. There was a motion made by Dennis Clower and seconded by Jerry Newman that Sue's pay be increased by \$1.00 per hour. The motion carried unanimously.

4. Karen Aspinwall talked about her meeting with the Chesapeake Trust. They indicated that there may be a change in the distribution of funds, but that we should expect similar grants for next year. The leader of the CBT is a friend of Pete McCallam of the Board of Education, and will be meeting with him in the future.

5. There was discussion on how to get the schools to better understand grants, and instruction on the writing of grants.

6. Gerry Hendrix talked about elections for the next Board. There will be five or perhaps six openings. He discussed what types of backgrounds would be desirable on the Board. Names are needed by the May Board meeting.

7. There was a discussion of the particulars of the March for Parks. It was agreed that free hot dogs, chips, and drinks would be provided by the Nature Center, and the cost would be subtracted from the dollars received. Cookies, which will be baked by a school class, will be packaged and sold.

8. Three registration desks will be required: for horses, walkers, and bikers. The gift store and Membership table will be open. The Board members agreed to be at the Nature Center at 11:00AM. Jerry Newman would get the tables set-up. Bill Worthington was to be called to photograph the event.

9. Holly Hannum reported that on April 8 there would be a meeting with Pete McCallam and 4 principals about the school. She stated that the school is doing well, but that warmer weather is needed.

10. Dennis Clower stated that he would ask the County Commissioners to issue a proclamation about the March for Parks.

11. Jim Campbell adjourned the meeting at 9:00PM

*Next Meeting May 14 7:00 P.M AT  
The Nature Center.*