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DRAFT Meeting Minutes

November 2, 2023, 7pm

In-person at BBNC with a virtual option. A link was sent out prior to the meeting. friendsofhbb@gmail.com

In-Person Attendees: Virtual Attendees:
Michelle Scott (Chairperson) Beth Shaw
Chris Markle (Treasurer) Jessica Horning
Sarah Franz (Secretary)
Maggie Kunz (Public Affairs Officer)
Rachel Hall
Alison Malachowski
Ken Harris (MORE)
Nicole Bowman (Vice Chairperson)
Jenna Mele (BBNC)
Beth Scott
Kristin Darby
Robert Scott
Chrissy Gallo

Marguerite Galloway

1. Call to Order

- a) Welcome and Introductions
- b) Review and approve October meeting minutes.

2. Reports

- a) Treasurer Update
 - i. Review of funds for each category.
 - ii. IRS forms submitted for 501c3
- b) Park Operations Update
 - i. Parks Program Associate position interviews were held and a candidate was selected and submitted to Human Resources.
 - ii. CCRP is creating a park maintenance team that can float throughout the county. The foreman

position is being reviewed and interviewed and will have an at Bear Branch.

c) Nature Center Update

- i. Field trips are wrapping up until the spring
- ii. Mammoth tusk was returned to the Natural History Society for their woolly mammoth display.
- iii. Holiday closures.

3. Old Business

a) Vote for New Board Members according to the Bylaws

i. Voting Results:

- Kristin nominated herself for chairperson - Yea 13, Nay 0
- Michelle nominated for vice chairperson - Yea 13, Nay 0
 - Rachel Hall nominated herself for the public affairs officer - Yea 13, Nay 0
 - Maggie Kunz nominated herself for the secretary position - Yea 13, Nay 0

ii. The new and old officers will meet to discuss transfer of power and responsibilities. b) Butterfly House/Self-Help update

- i. No updates until the commissioner meeting is held.

c) FoCRP Review

d) Duck Hunt Update

- i. Registration is full
- ii. Have enough donations and volunteers

e) Raptor Romp Review

- i. Due to rain the event was moved inside and attendance was low
- ii. Good activities and volunteers
- iii. Lessons Learned: Create a Facebook Event to spread the word further. Integrate with Fall or a Halloween theme.

f) Gardens

- i. Cleanup for the winter
- ii. Will write an End of Year Report for Jenna
- iii. Requested a map of the adopted gardens from Alison

g) Trails

- i. Saturday rides end on Nov. 18th with an end of season campfire and s'mores.
 - ii. Thursday evening rides have ended until the spring.
 - iii. Tree fell on the Lost Boot trail that is being cleaned up. Trail work day is Nov. 11th.
 - iv. Additional trail rerouting is ongoing. The 2nd Saturday of every month will be a trail work day.
- h) Nature Scouts

- i. Planning on sending flyers to local schools to attract more families
- ii. Adult and teen meditation and yoga programs
- iii. Spooky Saturday went well

i) Exhibits

- i. Native American artifacts remain at the nature center, mammoth tusk was returned.
- ii. Alison is building a relationship with the Natural History Society to obtain new exhibits and rotating exhibits.
- iii. Taxidermy projects are ongoing

4. New Business

a) Dec/Jan Administrative Activities

Review and Update bylaws

i. ACTION: all members to review the bylaws and come prepared with changes to the next meeting

ii. ACTION: review the risk management guidelines

ii. Risk Management Guidelines

i. Email sent from Lisa

iii. New Committees

i. Events - looking for someone to take ownership for these next events. Will create a list of events that can be sent out via Facebook and newsletter to solicit volunteer organizers.

1. Adult Egg Hunt, March

2. Family Duck Hunt, November

3. Maple Fest, March

4. Monarch Fest, August

ii. Volunteer of the Year

iii. Volunteer Potluck Event

iv. Future Self-Help Application

b) Open Floor

5. Announcements/Upcoming Events

a) Family Duck Hunt- November 4, 2-4pm (rain date Nov. 18)

b) FoCRP meeting (virtual) - Jan. 23, 2024

Motion to adjourn – 8:02pm