

**ForeverGreen Trails Board Meeting
Lakewood City Hall
Minutes for Aug 9, 2017**

In Attendance: Chris Beale (President), Mary Dodsworth, Scott Hall, Jane Moore (Executive Director), Alan Carter Mortimer (Secretary), Bob Myrick, Shawn Phelps, Terry Reid (Vice President), George Walk

President Chris Beale called the meeting to order at 12 pm.

Review and Approve Minutes George moved to approve the minutes, Shawn seconded. The motion was approved unanimously.

Financial Update Executive Director Jane Moore

Jane sent out the financial report for the month to the board prior to the meeting.

Total Balance – 72992.43

Breakdown is 15265.42 –ForeverGreen

57727.01 – ATCOI

Majority of the ForeverGreen portion of the balance sheet is held by the Greater Tacoma Community Foundation.

Pierce County Trails Day – Funded by a \$5000 grant from ATCOI. Covered gear and staff time. \$1738.43 for supplies and gear. Breakdown provided by Jane. \$3261.57 staff time.

Executive Director Report Jane

Jane and Heather have done trails surveys at various events and received pretty good response. Events covered include Ethnic Fair – 21 responses, Eastside Bash – 7 responses, Kite Festival 10-15 responses. Future events include Orting Farmers Market, Lakewood Farmers Market, Bonney Lake Days, Scarecrow Festival, Green Drinks in September and the Trails Conference in October. More survey locations for the west and south parts of the county are needed. Trail survey includes prioritization of Pierce County trails and naming for the 4C trail.

Jane gave a presentation on the value trails/open space in community development to the Pierce County Council.

A professor at UPS has students who are looking for senior projects for the fall term. Usually 3 students work as a team. Students are in business track programs. Team assignments occur in the first week in September so time frame is short for choosing a project to work on. A commitment to meet with students weekly is necessary but it is thought this does not have to be an in person meeting. Some suggested projects included:

1)marketing organization to younger age group

2)fundraising plan – look at other trail related groups for funding models and incorporate other businesses in support network

3)Review work plan – ways to move forward on items within work plan

ATCOI Year 4 funding meeting occurring on Aug 10, 2017. Rankings for projects have been published. 34 projects were proposed for funding including six by ForeverGreen. Rankings did not go well for ForeverGreen. All six projects were ranked in the bottom 10. Total funding requested by all proposals was \$219,480 with \$206,200 available to fund projects. This meant that about \$13,300 needed to be eliminated from the requests. It was learned that the committee was going to look at ATCOI salaries first, the top 3 ranked projects and then start at the bottom and work up to eliminate projects or see if request would be reduced. ForeverGreen's six proposals and rankings are below.

#25 – Pierce County Trails Conference - \$500

#26 – Government 101 Training – Speak up for trails - \$1000

#28 – Watershed Walking Guides – \$5000

#31 – Walk Pierce County - \$1000

#33 – Pierce County Trails Day/Trail Community Recognition – \$5000

#34 – Trails and Ales - \$1000

A decision was reached to eliminate the Walk Pierce County and Watershed Walking Guides from our request and see if the other four requests would be funded. Walk Pierce County was chosen because of the difficulties in finding active partners for this program. The Watershed Walking Guide request would be dropped with the hope that the County Health Department will update the original guide.

Reports & Discussion

Pierce County Trails Day. Successful for first year of the effort. Photo contest had 18 submissions. Other events had good participation. Chamber Creek Canyon trail work party – 18, Nature Center walk – 30, Flume Creek trail walk – 8, Fennel Creek trail walk – 7, Fort Steilacoom trail clean-up – 6, Gravel Ride – 18, Mt Rainier work party – 10. Not a full accounting of all events.

2017 Trails Conference-

Facility has been chosen, McGavick Center CPTC. Contract needs to be signed. Awaiting a copy of insurance certificate from ForeverGreen. Mary offered to use the City of Lakewood risk management letter if this becomes an issue. Arrangements for catering have been finalized and a menu has been chosen, prime rib and a vegetarian option. Keynote speaker is Ryan Mello, ED of Pierce County Conservation District and Tacoma City Council member. Still working on panel members. Shawn will be moderator for panel. Kurt is contacting WSDOT for panel member to talk about incorporating active transportation into highway improvement projects. Mary is working on a panel member to focus on Chambers Creek Canyon project as an example of a regional project with several cooperating agencies involved. Terry was looking into getting someone from the city of Tumwater to be on the panel but did not have any luck. City of Olympia with its utility tax focused on sidewalk improvement and bike lanes was suggested as a possible participant. A save the date card is being printed and mailed out in the next few days. The event has been posted on the ForeverGreen Facebook page and can be linked to other Facebook pages. This is an effective way of getting the word out. Need nominations for this year's awards. Pre-conference walk/tour on the grounds of Clover Park Technical College.

Organizational Development Committee-

Jane's job description has been completed. Working on job description for communication specialist/program manager position. This is basically Heather's position. Will report to ED.

Draft financial policies were presented and sent to the board. Please review and comment and be prepared to vote on approval of this policy at the September board meeting.

Sponsorship Plan-

Outline of plan with support levels was presented at the July board meeting. Sponsorship is for three different ForeverGreen events, Trails and Ales, Pierce County Trails Day and Pierce County Trails Conference. 5 support levels outlined. Heather is working on distilling down to a 1 page summary that can be given to prospective supporters/sponsors. Board members are being asked to contact organizations, businesses, and individuals who might be interested in sponsoring ForeverGreen events. Until we get final approval of our non-profit status from the IRS donations can be made to Greater Tacoma Community Foundation so that they are tax deductible.

Green Drinks Tacoma – ForeverGreen is sponsoring Green Drinks Tacoma at Peaks and Pints, 3816 N 26th St, Tacoma on Thursday Sept 7 from 6:00 to 7:30 pm.

Chris adjourned the meeting at 1:30 pm.