

**ForeverGreen Board Meeting  
October 12, 2005  
Tacoma Nature Center**

**Attended:** Ernie Bay (Foothills Trails Coalition), Bryan Bowden (Mt. Rainier National Park), Jayme Gordon (Pierce Conservation District), Kirk Kirkland (Tahoma Audubon), Barbara Skinner (Mayor of Sumner), Kathy Kravit-Smith (Pierce County Parks & Recreation), Lois Stark (METRO Parks Tacoma), Jack Wilson (METRO Parks Tacoma)

**Minutes Taken by:** Jayme Gordon

**Open and Introduction:** 12:10 pm

**501 (c) (3) Incorporation:**

- We were notified of a slight mistake in the wording on one page of the paperwork filed with the WA Secretary of State. It is being taken care of and the paperwork will be re-filed with the Secretary before the end of the month.

**Finances:**

- A request for funding has been made to Tacoma Metro Parks in the amount of \$5,000.
- No other monetary expenditures have been made in the last month. Consequently, there was no statement from our account with the Greater Tacoma Community Foundation.

**ForeverGreen Presentations:**

- Bryan discussed the ForeverGreen presentation he made to the Buckley city council on Oct. 11. The presentation was well received and generated good discussion among council members and other city staff. Specifically, there may be a role for ForeverGreen to play in bringing together Pierce and King Counties to cooperate on building a bridge over the White River for non-motorized use.
- Jayme has received a signed resolution from the city of Edgewood in support of ForeverGreen.
- Kirk agreed to make arrangements to give the ForeverGreen presentation to the Ruston and Steilacoom town councils; Barbara is going to make arrangements for Sumner and Bonney Lake; Ernie will contact the city of Puyallup; and Bryan will get on the council agendas for Orting and Eatonville.
- All Board members are encouraged to be self-motivated in terms of scheduling presentations to various city councils, service clubs, and other stakeholder groups and organizations. Cities we still have not made arrangements to present to yet are: Tacoma, University Place, Fircrest, Gig Harbor, Dupont, Pacific, Auburn,

Roy, South Prairie, Wilkeson, and Carbonado. Simply coordinate through Jayme to get them scheduled.

### **Strategic Planning Committee:**

- Based on comments made at the September board meeting in regards to the draft mission and vision statements, the Strategic Planning Committee made a slight change to the wording. The phrase “greenways” was added to the internal footnote explaining the mission statement. The vision and mission statements were then unanimously approved. (See attachment for final version of the ForeverGreen vision and mission statements.)
- (The following notes were submitted by Bryan who took minutes at the end of the meeting when Jayme had to leave.) Kirk Kirkland led a discussion about the draft "Committee Roles and Responsibilities" document prepared by the strategic planning committee. He said the intent is for the ForeverGreen Council to become an organization that operates by committee. Each committee would be required to have at least one board member and could consist of non-board members. In the ensuing discussion, Board members requested the following changes to the draft:
  1. Each committee is required to develop and submit an annual work plan to be approved by the Board. Any work and/or projects a committee wishes to undertake outside the approved work plan have to be approved in advance by the Board.
  2. Change the name of the “Planning and Strategic Committee” to the “Strategic Planning Committee.”
  3. Move the requirement for “work plan evaluation” from the Strategic Planning Committee to the Executive Committee.
  4. There seems to be some overlap in function between the Executive Committee and the Strategic Planning Committee. This needs to be revised accordingly.
- The next Strategic Planning Committee meeting was set for Oct. 26, 2-4 p.m. at the Pierce Conservation District office.

### **Membership Committee:**

- The Membership Committee of Kirk Kirkland, Terry Lee, Barbara Skinner, and Jack Wilson met on Oct. 6 to discuss recommendations for board vacancies and officer positions for 2006.
- Kirk has been nominated for President; Barbara for Vice President; and Ernie Bay is considering the position of Secretary-Treasurer. Officers will be voted on at the annual meeting.
- In terms of board vacancies, it was confirmed that Judith Lorbier and El Vandenberg do not wish to continue as board members.
- A list of names was generated as possibilities to fill current vacancies in the board. An effort was made to consider females (gender diversity) and occupation, since the departure of El means there is no longer an attorney on the board. The suggestions for new board members are:

1. Kathy Turner (mayor of Puyallup)
  2. Jill Guernsey (Pierce County prosecutor)
  3. Mary Urback (attorney in the Puyallup-Sumner area)
  4. Jim Bacon (Puyallup city manager)
  5. Valerie Zeek (attorney)
  6. Bob Jean (University Place city manager)
  7. Dan Smith (attorney)
- Members of the membership committee will be contacting the above people and will report back to the council on their responses.

### **Annual Meeting:**

- Having officially become a non-profit, ForeverGreen is required to hold an Annual Meeting before the end of the calendar year. Members of the strategic planning committee drafted an agenda and overview for this year's meeting and presented it to the board.
- Among the decisions made by the board upon review of this draft were that the date for the annual meeting will be December 7 in the early evening at the WSU Extension Center's Allmendinger Center. The program will consist of several short presentations by local trail groups, information displays about local trail groups, a feature presentation about ForeverGreen, and election of ForeverGreen's officers.
- Suggestions and additions were made to the invitee list. If any board member has a specific person or group in mind that should be invited and is not sure if they are already on the list or not, please contact Jayme.
- A caterer will be hired to provide food (light dinner buffet) and service.
- Barbara, Bryan, and Jayme agreed to meet on Oct. 18 to divide up work tasks needed to pull off the annual meeting by early December. Board members may be called upon to help with some of these tasks.

### **Trails Progress Report:**

- The National Rails to Trails Conservancy has \$150,000 available as a 2-year loan to be put towards a rails to trails project.

**Meeting adjourned at 1:30 p.m.**

**Mark Your Calendar! The next ForeverGreen meeting is scheduled for November 9, 2005, at the Tacoma Nature Center, from noon to 1:30 p.m. (bring your own sack lunch).**