

ForeverGreen Meeting Summary
February 16, 2005

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Organizational and financial history of ForeverGreen was discussed. The group is in the process of transitioning from a process-oriented body to one that is more project-oriented. Part of this transition requires that ForeverGreen get out from under the umbrella provided by the Greater Tacoma Community Foundation and obtain its own 501 (c) 3 status. An organizational model showing how the ForeverGreen board, Trails Advisory Committee, and Pierce Conservation District interact will be developed as the transition proceeds. In conjunction with this, a mission, charter, and set of bylaws will also need to be adopted and implemented to help guide the group.

One of ForeverGreen's primary tasks is to develop a set of trail standards that will aid in the cohesiveness of the county-wide trail system as it moves between jurisdictions. The City of Sumner is in the process of adopting a set of trail standards developed with ForeverGreen's input. Once adopted by Sumner, other jurisdictions will be encouraged to follow the same (or similar) standards so there is continuity as various portions of trail are completed.

There is currently no budget in place for 2005, although approximately \$500 has been left over from previous years (per communication with J. Nilan, 2/17/05). This money has been earmarked to cover the cost of printing the ForeverGreen promotional brochures. Because there is no current budget, previous funders need to be solicited for their contribution(s). The board will also need to determine how many brochures to print (i.e. do we print as many as we can for \$500, or print a set amount and keep some money set aside?).

To Do List:

1. Confirm change in monthly meeting time with all board members. So far, all those who have been contacted agree to a 12 – 1:30 p.m. lunchtime meeting at the Snake Lake Nature Center on the second Wednesday of each month. The change of the meeting was suggested to enable more board members to attend. The Pierce Conservation District has agreed to cover the cost of providing the lunches.
 - *Kirk will contact all board members about the change and make sure everyone knows of the new meeting time.*
2. Re-evaluate the status of ForeverGreen board members. Some members may not be interested in remaining on the board or may prefer to remain on as supportive figureheads, but will send a representative to the meetings.
 - *Kirk will take the lead on updating the participation of board members.*
3. Meetings will be arranged with Jack Wilson (Tacoma Metro Parks) and Jan Wolcott (Pierce County Parks and Recreation) to secure funding for 2005.
 - *Jayme and Kirk will attend these meetings; Kirk will set them up.*

4. One of the board's primary tasks at the moment is to begin discussing and deciding on ForeverGreen's charter and bylaws. This subject will be addressed in the regular board meetings.

- *Kirk will begin the process of obtaining the 501 (c) 3 status for the group.*

5. It is time for the ForeverGreen board to start campaigning for the support of Pierce County park districts, city councils, etc. for movement forward on the regional trail system. Some of the tasks needed to accomplish this are the finalization of public relations materials (brochure, powerpoint presentation, etc.) and scheduling meetings with those in charge of trails in various jurisdictions.

- *Jayme will develop a work plan for the next 18 months.*
- *Jayme and Bryan will work on the powerpoint presentation.*
- *Kirk will take the lead on completing an initial brochure.*
- *Bryan will take the lead on drafting a press release to announce the start-up of the ForeverGreen proposal. Kirk, Bryan, and Jayme will plan and organize a kick-off p.r. event and media blitz.*
- *Kirk and Bryan will make arrangements for meetings/presentations with the various jurisdictions involved in the regional trail plan. Board members may be asked to make the presentations on behalf of ForeverGreen.*