

**ForeverGreen Trails Board Meeting
Tacoma Nature Center
Minutes for November 8, 2017**

In Attendance: Andrew Austin, Chris Beale (President), Mary Dodsworth, Buzz Grant, Jane Moore (Executive Director), Alan Carter Mortimer (Secretary), Bob Myrick, Shawn Phelps, Heather Rawley (Project and Communications Coordinator), Terry Reid (Vice President), George Walk

Guests: Don Partington

President Chris Beale called the meeting to order at 12:05 pm.

Introductions

Review and Approve Minutes - George moved to approve the November meeting agenda, Alan seconded. Alan moved to approve the October minutes with changes, adding a time of adjournment and adding Chris and Shawn as the best candidates for the conference in Copenhagen, Denmark, George seconded. Both motions were approved unanimously.

Financial Update Executive Director Jane Moore

Financials for the month were sent to the board. ForeverGreen has \$17,848 in the account. Some of the increase over the previous month is from sponsorships for the trails conference. There is \$54,470 in PWI money in the account.

There is a need to close ForeverGreen's account at US Bank. They have been very unresponsive to changing the name on the account to ForeverGreen Trails. Three other possible credit unions were suggested as alternatives, TAPCO, BECU and Sound Credit Union.

There was a motion proposed to have the Executive Director close our account at US Bank. Buzz moved to approve this change, Terry seconded. It was passed unanimously.

There was a motion to have the Executive Director open a new bank account at one of three named credit unions, TAPCO, BECU and Sound Credit Union. Buzz moved to approve this change, Shawn seconded. It was passed unanimously.

Executive Director Report Jane

Trails conference is complete and was successful.

501 3c status has been approved by the IRS. ForeverGreen will now have to work out a system for directly accepting donations to the organization. Up to this time donations were made through the Greater Tacoma Community Foundation.

Tacoma Washington Bicycle Club made a \$500 donation to ForeverGreen in July. There was a delay in finding out about the donation due to reporting issues from the Greater Tacoma Community Foundation. Acknowledgement of this donation will be made to the Club and on our social media pages.

Jane sent in a report to Pierce County Parks on outreach events done for the trail prioritization survey.

ForeverGreen staff attended 9 events to do outreach. Seven trails were included in the survey. Prioritization from highest to lowest from survey results was Tacoma to Puyallup/Sumner Trail, Chambers Creek Trail, Foothills Trail to Carbonado, Interurban Trail to Sumner Trail, Hylebos Trail, Cushman Power Line Trail to Kitsap, Roy to Yelm Trail. The county will take the results and update the county trails plan in January and look to bring before the council for approval sometime in the spring.

Staff also conducted a survey for naming the “CCCC” trail during the same outreach events. Winner was Pipeline Trail. Only serious competition was Fay Fuller Trail which was a write in candidate.

Jane will be submitting a mini-grant to America Walks by Friday 11/10 for \$1500. The idea is to sponsor walks for community groups on Pierce County Trails Day, July 28, 2018. Would need to identify community groups and would focus on either youth or underserved communities. It was suggested that contact with youth groups could be through Lakewood Youth Council and Second Cycle.

Shawn reported the Puget Sound Regional Council will be awarding money through the transportation alternatives program to the Tacoma Pipeline trail from Swan Creek to the Tacoma city boundary/Waller Street. Other funded projects include the Prairie Line to Water Flume trail connection in Tacoma in the Brewery District and bike lane/sidewalk improvements on 121st Street. Total of 16 million in available funding. There were 64 projects submitted with a total request of 70 million dollars.

Reports & Discussion

Trails Conference Debrief –

Financial report from conference was emailed to the board. Net revenue from conference is \$3648.

Conference was successful. Good keynote speaker and good presentation from Thurston County as part of the panel.

Good facility. Make checking on Wi-Fi/technical capabilities part of the process for securing a venue next year. It was suggested that moving the venue around the county year to year was a good idea.

Some suggestions for next year/future conferences:

3 people instead of 4 people on the panel. Some type of visual presentation for each person on the panel.

Have a survey available so people can give feedback on what they thought of the conference – online or hard copy.

Student presentations from local colleges/universities – poster sessions, more interactive

Feedback opportunity – Name a trail. Trail priorities.

Foothills/ForeverGreen Summit

Funding is secured for a facilitator to run the meetings between the two groups. Contract for facilitator is in place. Jennifer Arnold has been suggested as facilitator but she has not agreed to accepting the job. Summit is to avoid conflict and make for better cooperation. Buzz observed that this wasn't a move to try and combine the two organizations. Trying to see where we can effectively work together, the direction and priorities that each organization is moving toward, better communication channels. It was thought that three people from each organization should be involved. Chris, Terry and Alan are the preliminary representatives for ForeverGreen. It is hoped that the initial meeting will happen in December and that there are 2-3 meetings on the table to start.

Work Plan/Visioning

Jane emailed the board a document outline what had been completed, what was in progress or partially complete and what had not be done related to the strategic work plan for 2017. No action was taken on the

strategic plan during the meeting. It was agreed that for the January planning meeting it would be good to have four groups concentrate on the four major sections of the strategic plan, education & advocacy, outreach & communications, stewardship, organizational development. It is hoped that board members will remain in the same group they were in last year. With changes in board membership the makeup of each group will need to be adjusted. Planning will concentrate on continuing to move forward in these four areas. No major changes to the strategic plan are foreseen at this time. At this point it was decided that the December meeting will be a potluck/social event.

Board Recruitment

Jane sent the board 4 documents related to board recruitment. Board member qualifications, board member duties, board member application, and board member selection process. Good first drafts. Board member duties are a pared down version of the most important duties. There is a much longer draft of more specific duties but it was thought that a shorter version would be more useful for recruitment. It was suggested that more questions be added to the application. This would be worked on by the organizational development group.

Some thoughts on board recruitment. Known contacts of present board members is a good place to start. Look outside the trail community for people with skills we want to add to the board. Other skills are valuable and it will widen the board. Informational meetings with organizations that are interested in our mission. A chance to find out about their interests and priorities and to let them know about what we do. Good opportunity to recruit board members and solicit sponsorships.

Discussion on how to involve advisory board members. It was suggested that have them come to meetings on a quarterly basis might be good. Also invite them to the February meeting to get a report on the strategic planning meeting that will happen in January.

2018 Officers

Slate of officers is Chris Beale – President, Terry Reid – Vice President, George Walk – Treasurer, Alan Carter Mortimer – Secretary.

There was a motion proposed to accept the slate of candidates. Mary moved to accept, Shawn seconded. It was passed unanimously.

There was a motion proposed to have the Executive Director be the point person/contact for any legal type of administrative duty. George moved to accept, Shawn seconded. It was passed unanimously.

News, Updates, and Announcements

Heather Rawley – Would like to schedule Trail Talks once a month around the county at different bar/restaurant venues. Talks about local and county trails and trail projects. Every other month combine with a speak up for trails training/session.

Shawn Phelps – Teresa Turpin is leaving Pierce County Parks for the Olympic region of WSDOT. Thinks this may increase WSDOT activity in Pierce County projects.

Austin Andrew – Two consultant firms have been hired for the Ruston Way development. One to do a visioning design charette and the other for detailed construction.

Chris adjourned the meeting at 1:30 pm.