

**ForeverGreen Trails Board Meeting**  
**Tacoma Nature Center**  
**Minutes for September 7, 2016**

**In Attendance:** Chris Beale (President), Brianna Charbonnel, Gary Cooper, Buzz Grant, Anders Ibsen, Jane Moore (Executive Director), Alan Carter Mortimer, Shawn Phelps (Secretary), Lyle Quasim, Terry Reid, Kurt Reuter, Barbara Skinner  
Guests: Liz Heath – Sound Nonprofits, Don Partington

President Chris Beale called the meeting to order at 12:04 pm.

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

**Financial Report** Executive Director Jane Moore reported that the current account balances are listed on the agenda. She said that there hadn't been a recent report from the Greater Tacoma Community Foundation, but one should come soon.

**Executive Director Report** Jane reported on numerous events that she attended over the last two months. She testified in favor of the County Parks Impact Fee increase at the County Council Community Development Committee (CDC). Jane also spoke at the Friends of the Riverwalk meeting. The impact fee postcard campaign to the County Council has started. They are being handed out at the Puyallup Fair.

ForeverGreen hosted Tacoma Green Drinks at the Harmon downtown on Sept. 1<sup>st</sup>, which Chris, Jane, Barbara, and Shawn attended. Jane made a brief presentation about ForeverGreen and the impact fee meetings and postcard campaign were discussed. Jane staffed a booth for the COI and ForeverGreen at the Hilltop and McKinley Street fairs.

George has been reviewing past Board minutes for policy discussions that have occurred. There has been recurring 501c3 discussions every 2-3 years, but no action has been taken.

Jane reported on upcoming Parks Impact Fee meetings at the County Council CDC. On Sept. 19<sup>th</sup>, the CDC will be discussing the fiscal impacts of the proposed fee. On Oct. 3<sup>rd</sup>, the actual fee ordinance will be discussed. Jane recommends that Board members attend both meetings, especially the Oct. 3<sup>rd</sup> one. The final hearing before the full County Council has not been scheduled.

**Trails Conference Planning** Jane provided a status report on the conference planning. She recommends that we use O'Sheas catering which can provide a taco bar and cookies for \$1600 total. The Board endorsed Jane's recommendation of O'Sheas.

County Councilmember Derek Young will provide opening comments regarding health in transportation. Ron Sims is scheduled to give the keynote speech. Lyle Quasim will act as MC. The panel discussion will include Tony Tipton, Alan Carter Mortimer, and Dana Brown (City of Tacoma). Milt Tremblay of UW-Tacoma will lead a walking tour of the Prairie Line Trail at 3pm. Jane passed around a sheet for volunteer sign-ups.

Potential candidates for the Trail Awards were discussed. There was agreement that Barbara Skinner should receive a Lifetime Achievement award and that Evergreen Mountain Bike Alliance should receive an award for Non-government organization. There was debate over whether a place/project award should go to the Foothills Trail or the Point Ruston Waterwalk. This decision was handed to the Executive Board (which chose the Point Ruston Waterwalk, noting that the Foothills Trail could receive an award in the next year or two, after the new segments are open).

**Nonprofit Status Review/Discussion/Decision** Liz Heath of Sound Nonprofits led a discussion of the legal and functional responsibilities of nonprofits and the advantages and disadvantages of 501(c)(3) status. Liz provided three handouts to the Board. She first talked about Legal Responsibilities of Nonprofit Boards (see handout). There are three general duties: Obedience, Loyalty, and Care. The Duty of Loyalty requires each board member to place the interest and future of the nonprofit ahead of any other personal interests when making decisions. Conflicts of interest need to be self-identified by Board members. When there is a conflict of interest, that Board member should abstain from voting on that item and ideally leave the room during the vote and discussion.

Liz next discussed the functional responsibilities of nonprofit boards (see handout). The Board Chair/President should do most of the speaking for the Board. She discussed the planning, budgeting, and policy setting that is needed to keep the Board operating.

Liz reviewed the third handout, “Advantages and Challenges of 501(c)(3) Status”, with the Board. The advantages are many including exemption from Federal income tax, tax-deductibility for donors, eligibility for various grants and membership in non-profit only organizations, increased recognition, and shared control. Disadvantages include application and registration fees, uncertainty of obtaining status, annual filings with the IRS and Washington State, and greater rigor in governance and oversight including a required 3-year projection of activities with cost and funding shown.

Discussion ensued about various nonprofit topics. Liz mentioned that government agencies may have reservations about their employees having financial and decision-making responsibilities for a nonprofit and may want to consider acting as non-voting members. Liz recommends more non-government representation, with the goal being roughly 1/3 government to 2/3 non-government.

There was a question about what kind of advocacy can be done by a 501(c)(3). Liz informed the Board that most advocacy is acceptable, except supporting political candidates.

Liz recommends that we have an independent organization do our bookkeeping and that we update our by-laws. Chris mentioned that we are trying to move more towards programmatic activities, but we need more staffing and funding to accomplish this.

Gary moved and Buzz seconded that we hire Liz to pursue 501(c)(3) status for the Board. The motion was adopted unanimously. Liz will come to future meetings.

**News, Updates, and Announcements** Chris asked that the Board approve spending \$200-\$300 for a Boost in Facebook for the conference, which will increase viewers in the short term. Lyle moved and Anders seconded this motion, which was approved unanimously.

Shawn announced that Pierce County won a Vision 2040 Award from the Puget Sound Regional Council for the Go Lewis-McChord program which is employing various transportation demand management programs on the Base including a greatly enhanced on-Base transit system and a fleet of bicycles that can be checked out.

Shawn pointed out that the Active Transportation Coordinator position with City of Tacoma has been advertised and closes today. This is essentially Diane Wiatr’s old position, but it has been moved into Public Works instead of the Office of Environmental Policy and Sustainability. Both the duties and pay have been decreased. This reminded us that we need to check with Diane about her status on the Board.

Don Partington mentioned that the nonmotorized bridge proposal over the White River ranked second in the State RCO grant list, which will make it very likely to be funded.

Chris adjourned the meeting at 1:36 pm.