

**ForeverGreen Trails Board Meeting  
Tacoma Nature Center  
Minutes for October 12, 2016**

**In Attendance:** Chris Beale (President), Brianna Charbonnel, Mary Dodsworth, Buzz Grant, Jane Moore (Executive Director), Alan Carter Mortimer, Bob Myrick, Shawn Phelps (Secretary), Lyle Quasim, Terry Reid, Guests: Liz Heath – Sound Nonprofits, Don Partington

President Chris Beale called the meeting to order at 12:08 pm.

**Introductions**

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

**Financial Report** Executive Director Jane Moore said that she is still tallying contributions from the Trails Conference, so she does not have exact balances. The bank balance is over \$50,000 and there is over \$14,000 in GTCF account. The Conference generated \$1458 in registrations, \$5600 in sponsorships, with another \$2000 in sponsorships expected. The expenses were about \$3200, including the catering and room rental.

**Executive Director Report** Jane reported that the Pierce County Council Community Development Committee issued a “do pass” recommendation for the Parks Impact Fee on October 3<sup>rd</sup>. The fee will be phased over time, rising to over \$2500 per house. Other provisions were passed, including removal of the “tot lot” requirement for subdivisions. The full Council will meet on November 8<sup>th</sup> to consider adoption of the committee recommendations.

Jane gave a presentation at the State Physical Activity Summit held in NE Tacoma, which was attended by about 50 people.

Chris applied for a walkability grant through the Health Department to continue Government 101 and public speaking training. Focus will be placed on Census Tracts that the Health Department is targeting, especially those near trails. The application received conditional approval, pending a meeting with Health Department staff to discuss the scope.

The next local government training will be on October 20<sup>th</sup> at the Sumner YMCA. Chris says he will reengage with Pierce County Parks on their trail prioritization process, which was put on hold in 2016. The State RCO Recreational Trail grant applications are due November 1<sup>st</sup>. Jane and Chris will talk to Pierce County Parks about whether they are applying for anything.

**Trails Conference Review** Jane reported that that approximately 80 attended the conference. Board members gave favorable reviews of the conference including the panel presentation, catering, and Prairie Line tour. Chris proposed that we have a separate person operating the slide presentations in the future.

**Policy Review** Liz Heath emphasized that a number of policies should be in place for the viability of a 501(c)(3) application. There was discussion about a compensation policy. Liz suggested that a survey of staff salaries of other nonprofits should be done and that there are two reports available that list salaries. Liz informed the group that the term “highly compensated” refers to salaries of \$50,000 plus.

Jane mentioned that there is no official job description for the Executive Director. She also told the group that she has only received one performance review, in 2012. Liz said that Jane should have a review at least annually. Lyle suggested that feedback on Jane's performance should be continuous, rather than just annually. Jane also mentioned that a sick leave policy is needed to comply with Tacoma's new law.

Action on the policies will be taken at the November meeting. Liz cannot attend in November, so any questions should be directed to Jane before the meeting and she will pass these on to Liz.

The issue of our working name being ForeverGreen Trails and name of our incorporation being ForeverGreen Council was discussed. The Board would need to vote to change the official name and a form will need to be filed with the Secretary of State.

**Other Information** Don Partington reported on efforts to create a cross-state trail which would connect the Willapa Hills Trail to the John Wayne Trail. Don noted that Pierce County is one of the biggest gaps in the system. He suggested that ForeverGreen meet with Pierce County Parks to identify a viable route connecting Thurston to King County. Chris said he will initiate the contact, but is looking for volunteers to champion the effort.

Terry brought up the issue of the Flume Line Trail east of Bonney Lake, which was discussed at a previous Board meeting. A new development has constructed a pond where a portion of the Flume frontage road existed. Terry suggested that we focus on trying to get the road open for public nonmotorized use, as there are "no trespassing" signs present. Don said that Cascade Water Alliance recently sent out a notice that there is no trespassing on this road.

Bob mentioned that the McMillin Reservoir has "you are welcome to walk" signs, while the Pipeline Trail has "no trespassing" signs on it. He indicated that Tacoma staff want to keep their portion of the Pipeline Trail closed, so that they can say that they are opening a closed trail on future grant applications.

Buzz mentioned that Tacoma has purchased land from BNSF for the Prairie Line Trail (Hood St.) from S. 21<sup>st</sup> to S. 23<sup>rd</sup> Street. He said that businesses want a road to be open in part of the right-of-way for parking and access. Buzz thinks Tacoma should make the trail similar to the trail on the UW-T campus, without a road, and that trail advocates should lobby Tacoma to have a trail only.

Bob mentioned that Pierce County flood control has cleared the vegetation at the western end of the Riverwalk Trail, making this a good opportunity to talk to the County about extending the trail.

Jane told the Board that the subject of 2017 officers needs to be discussed at the next meeting. The Vice President and Secretary want to step down and the Treasurer needs to be replaced. She suggested that the next meeting go longer to discuss the Board policies or that we do this at the January retreat.

Chris adjourned the meeting at 1:33pm.