

ForeverGreen Board Meeting
July 14, 2010
Metro Parks Tacoma Headquarters
12:00 to 1:30 p.m.

Attended: Ernie Bay, David Boe, Brianna Charbonnel, Jayme Gordon, Kirk Kirkland, Jane Moore, John Olson, Tim Payne, Kendall Reid, Dave Seago, and Barbara Skinner.

Minutes Taken by: Jayme Gordon

Open and Introductions: ForeverGreen President Jane Moore opened the meeting at 12:10 p.m.

Board Meeting Minutes:

- *Dave S. moved to approve the June board meeting minutes as presented. Tim seconded the motion, which was approved unanimously.*

Finances

- The financial report was reviewed. Updates and changes include the following:
 - \$2,000 has been committed from Tacoma Metro Parks. An invoice has been sent and we are awaiting receipt of payment.
 - Parametrix has sent a final billing for the Puyallup-Fife-Tacoma trail study in the amount of \$900. This payment will close out our account on this contract. Per direction from the board, payment will not be processed until Kirk has contacted Parametrix to confirm delivery of final report.
 - Jayme presented an invoice from the Pierce Conservation District for 2nd Quarter expenses: \$2,190.53 for executive director salary, copies, and mileage. *Tim motioned to approve payment of the invoice. Kendall seconded the motion, which was approved unanimously.*
- Barbara and Kirk met with Monty at the Pierce Conservation District in June to discuss ForeverGreen's impending budget shortfall, and inability to fund the executive director past October of this year. Monty said the District values the relationship with ForeverGreen and will allow Jayme to continue working for ForeverGreen without reimbursement (through the end of 2011), or until one of the following happens: ForeverGreen can provide funding, Jayme no longer wants to/can work with ForeverGreen, or Jayme's District responsibilities take precedence.
- Tim has not yet met with the Greater Tacoma Community Foundation, but when he does, one thing he will talk with them about is a "fund policy" for if an endowment fund is created for ForeverGreen. ForeverGreen already has a policy established with the Foundation for operating procedures.
- Tim estimates approximately three years worth of fundraising will be needed in order to establish an endowment fund that will cover annual operating expenses.
- Fundraising ideas included:
 - Designate the Pierce County Trails Conference and/or ForeverGreen Annual Meeting as a fundraiser.
 - Make direct fundraising appeals to targeted donors, or reach out to estates and private foundation grants.
 - Model fundraising efforts after events such as the Mary Bridge Festival of Trees, Daffodil Ride, etc.

- One of ForeverGreen’s weaknesses in trying to fundraise is our ability to promote achievements and deliverables to our supporters.
- A Fundraising Committee will meet August 18 to discuss options and will present a plan at the September 8 board meeting. Kirk, Tim, and Barbara will lead the Fundraising Committee, and invite other board members to participate.

Government Relations

- Kirk provided an update on the following:
 - The Pierce County Council will not put mental health funding on the local ballot. Tacoma Metro Parks is scheduled to meet with Jeannie Darnielle to work something out for mental funding in just Tacoma. ForeverGreen will stay out of the conversations for now and watch from the sidelines.
 - Pierce County is exploring the creation of a new rural park district that would cover much of unincorporated Pierce County that is not already part of a metropolitan park district. The commissioners for this new park district would be the county council. This idea is modeled after something similar in Clark County.
- The board reviewed the draft job description for the Government Relations Director position. *Barbara motioned to adopt the job description as presented. Tim seconded the motion.* During the ensuing discussion, the following edits were made to the GRD job description:
 - The third bullet item under “The GRD shall:” was changed to read as follows – “Facilitate negotiations on trail locations and interlocal agreements with Indian Tribes, county and city governments, park departments, and non-profit organizations as previously discussed with and approved by the Board.” Barbara clarified that any negotiations by the GRD are done under the direction of the Board.

Barbara then withdrew her first motion, and replaced it with a motion to adopt the GRD job description with the above changes to the third bullet item. Tim seconded the motion, which was approved unanimously.

- *Tim motioned to appoint Kirk to the position of Government Relations Director in accordance with the official job description. Ernie seconded the motion, which was approved unanimously.*

Old Business

- The Trails Advisory Committee meeting was held June 17 at the Lakewood Community Center. Twelve people attended. Topics discussed included ways to promote the WSTC conference locally, the Pierce Co. trail use survey, and trail award nominees. Tim read off the list of 13 award nominees. Barbara suggested that she, Terry Lee, and Kathy Kravit-Smith be removed from the nominee list since they are ForeverGreen board members. Minutes from the TAC meeting will be distributed with the July board meeting minutes.
- Registration is now up and running for the WSTC state trails conference – October 22-23 in Tacoma. Visit the WSTC website to register. It is now time to start helping promote the conference locally. Mayor Strickland of Tacoma has been invited to speak at the Friday night mixer event at the Washington State History Museum. Also, let Jayme know if you would like to volunteer to help with the conference.
- The Open Space Task Force continues to meet monthly and have good attendance. The group is working to prepare a progress report to the county council.

- Discussion about the ForeverGreen Annual Meeting was tabled until September.

New Business

- Jane introduced the idea of becoming a member of the Washington Recreation and Parks Association. The membership fee is determined on a sliding scale based on an organization's annual budget. No decision was made, although the board agreed to discuss this more in the future.

News, Updates, and Announcements

- Barbara – Passed around a copy of an updated Sumner trail map. The city is going after some trail project grants. She also shared information about a coalition between Edgewood, Milton, Pacific, and Sumner to extend and connect the Interurban Trail.
- Ernie – On July 16 at 2 p.m. the local access channel will film the Foothills Courtesy Patrol at High Cedars Golf Course in Orting. He invited everyone to come and be on t.v.!
- Jane – The Fife Parks Commission wants to do an event similar to May's Riverwalk Trail event in Puyallup. Fife would like to do theirs in August, and Dawn Morrell has indicated she is interested in participating. Jane also shared news "hot off the press" that the Devil's Head acquisition at the tip of the Key Peninsula just became official.

Closing Comments

- No closing comments.

Meeting adjourned at 1:43 p.m.

The next board meeting will be Wednesday, September 8, 12-1:30 p.m. at the Metro Parks Tacoma Headquarters.