

Minutes

East Coast Greenway Alliance

Board of Trustees Meeting, Meeting, 11 June 2006
South Kingstown Land Trust offices, Matunuck Beach Road, South Kingstown, RI

Trustees in attendance: Chuck Flink – Chair, Tony Barrett, David Brickley, Elizabeth Brody, Bill Bussey, Gene Conti, Peter Dague, David Dionne, Mark Fenton, Kate Kraft & Nancy Lewis.

Trustees absent: none

Staff present: Karen Votava – Executive Director, Kelly McClintock, Donor Program Coordinator, & Tanja Wiant, Communications Coordinator

Guests/Others present: –Bill O’Neill, Maggie Warren & Dolores Newman, David and Kathy Read,

Call to Order & Introductions – Chuck Flink, the Chair of the ECGA Board, called the meeting to order at 8:59 AM.

Review of the Minutes – RESOLUTION: **Moved** by Dionne and **seconded** by Bussey to accept the Minutes of the March 2006 Board meeting in Washington, DC. The Minutes were approved without dissent.

Finance Committee Report– Peter Dague

Peter stated that there were some good revenue flows in May but that we are still \$40 K under budget. Peter expressed caution for the remainder of 2006 as those revenues have been accelerated to earlier in the year. Karen stated that the Surnda grant comes in September and the mailing of our spring Annual Appeal was delayed this year so that returns are just now coming in.

The Major donor goal of \$200K is double last year’s goal (actual results last year exceeded the goal of \$100; they were \$117K). We have \$75K to date. A small foundation in Florida will likely put forth a \$30K challenge grant that is being worked on for matching funds. Board encouraged that staff person being brought on help to raise funds to continue the Florida program.

There was extensive discussion on the long-term financial health of the ECGA.

There have been four ‘Board member contributions’ to date. All Board members were encouraged to make these as challenge matching donations.

Karen reported the following:

- Florida staffing plans are being implemented.
- The fidelity bond approved at the March meeting is now in place.
- The audit is complete.
- Staff evaluations are complete.
- The Finance Manual is postponed until ’07 while we focus now on the personnel manual.

The Finance committee report was accepted without dissent.

Development Committee Report – Chuck Flink & Karen Votava

An outline laying out how events can be used for fundraising was handed out at the meeting. Events as a funding or revenue stream to the ECGA were proposed for consideration.

After discussion, the general sense was that events are galvanizing and certainly raise awareness (as evident from past events). Events need to be focused, targeted and revenue-neutral. An event should not be part of the ECGA 5-year funding strategy. A framework for future events (to celebrate successes, milestones, regional or segment rides, etc. will be prepared by staff. Opportunity costs of events in terms of use of staff time should be considered.

Membership Committee report – Elizabeth Brody

Beth gave a short report on the membership committee work. I HAVE NOTHING ELSE ON THIS.

Governance Committee report – David Brickley

The last By-laws amendment was in 1998. At the March Board meeting we agreed that given the organization changes, there should be needed By-law changes. David reported that the Trustee response for suggestions to change the By-laws was underwhelming---few people offered input.

David led a short dialogue with the Board on some key points which concluded the following:

- Keep By-laws general for flexibility
- Change the frequency of Annual Members meeting to biennial.
- No change in member voting.
- No required regional representation.
- No state committee nominations for the Board or Trails Council.
- Three-year term limit.
- Non-trustees allowed to serve as members of Board committees.
- Review for later the concept of a regional Advisory Committee.

Chuck and David will be handling Board nominations. Besides the renewal of lapsing Trustees that want to continue, they will aim for three new members on the Board and a new member of the Advisory Council.

Trails Council Report – Mark Fenton – Chair of the Trails Council

The Trails Council met the previous day. There was good attendance with 22 people ranging from South Carolina to Maine (six Council members were absent). Mark quickly reviewed a number of recommendations from the Council for endorsement by the Board. There was little or no discussion except as noted.

Kate Kraft suggested that ECGA do intercept surveys to assess the value-added when ECG signs go up. We might use university resources to do this.

1.) Metropolitan Branch Trail support letter

RESOLUTION: Fenton **moved** and Dionne **seconded**, a motion to send an ECGA letter to the US Congress regarding the Metropolitan Branch Trail in Washington, DC. This letter not only offered general support but specifically addressed trail routing issues

under the purview of the Architect of the Capitol. The draft letter was **APPROVED unanimously** subject to some minor edits.

2.) Trail Designations

RESOLUTION: Fenton **moved** and Dionne **seconded**, a motion to approve the designation of 5 trail segments:

- Maine – Rotary Centennial Trail
- South Carolina – Garrett Wonders Memorial Bike/Ped Lane
- South Carolina – Coleman Blvd. bike lane (interim status)
- South Carolina – Waccamaw Neck Bikeway – Murrells Inlet and Pawleys Island segments.
- South Carolina – Waccamaw Neck Bikeway – Litchfield segment with some suggested improvements.

(note: the Waccamaw Neck Bikeway designations were approved in Trails Council as 3 separate designations).

The five designations were **APPROVED unanimously**.

3.) Signage manual

RESOLUTION: Fenton **moved** and Dionne **seconded**, a motion to adopt the first chapter of the ECGA Signage Manual, dealing with our trail markers. Discussion on the value of having ECG signs on the trail. How can we measure this benefit? Gene Conti agreed to participate in meetings that would help to have a broader draw from outside the area.

The first chapter was **APPROVED unanimously**.

Greenways of Ireland – Tony Barrett

A photo essay on the observations and learnings from the emerging Irish greenway system was presented.

Personnel Manual – Karen Votava

Karen reviewed the Group Health Plan and the Vacation policy. There was a lot of discussion on these policies.

Chuck will provide to Karen the Greenway, Inc. personnel policies. Karen will prepare a comparison table of current and new policies. After Board review, new policies will be adopted at a future Board meeting.

Future meeting dates and locations – Chuck Flink & Karen Votava

November 4-5, 2006; Baltimore, MD.

March 9-10, 2007; Wilmington, DE (since changed to Jacksonville FL)

June 24-25, 2007; Boston, MA (since changed to Wilmington DE)

November 3-4, 2007; North Carolina

The 2007 dates are subject to further revision.

There was some discussion of the idea of changing our annual meeting into a more appealing event for our members such as a rally that focuses on outdoor activities rather than spending the day indoors. A committee including Mark Fenton, Tony Barrett, Bill Bussey and Dave Dionne was tasked with refining this idea.

Wrap-Up – Chuck Flink

Chuck thanked Karen and Tanja for all their work in preparing for an efficient meeting, the use of the excellent meeting facility and the meals and snacks provided.

Meeting Adjourned at 2:22 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "A. J. Barrett". The signature is written in a cursive style with a long horizontal flourish extending from the end of the name.

Tony Barrett, Secretary