



Governance

## GOVERNANCE COMMITTEE

MONDAY, September 17, 2018

6:30 P.M.

*(Meeting Held at Gund Hall)*

MEETING MINUTES

**Call to Order: 6:30 pm**

**Roll Call: Norris, Slifcak, Smith Present; Advisors McWilliams and Sanderson Present**

### Business

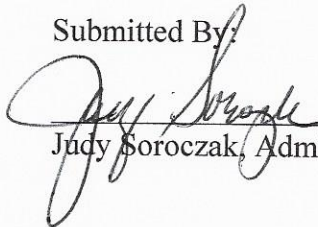
- Finance:
  - Bond Refinancing Complete
    - There is \$1,836,000 in savings to taxpayers starting with next tax bill. 1.
    - Rating: Initially we were not rated which caused a higher interest rate.
    - Mr. Norris recommended to the board that the original bond issue be callable in 3 years at our option in order to explore further savings to our tax payers.
    - The new bonds have a call feature in 5 years.
  - Fiscal Reporting
    - Tim Clymer has completed his UAN training and received the UAN PC and printer and has assumed full responsibility as of September 1, 2018.
    - Payroll will continue with ADP.
  - Budget YTD Review
    - Completed line item detail review of budget YTD.
- Park Office
  - Work is complete and waiting on last inspection for a final inspection and Certificate of Occupancy.
  - We have received very generous donation of office furniture which have outfitted two offices and main meeting room.
- Gund Hall
  - Received FMD draft cost estimate to update building.
  - Recommend to board to defer decisions until sewer treatment plant is installed.
  - Develop business plan and fund raising strategy in the interim.
- Rules and Regulations
  - Boats on the lakes
    - Goal to have non-motorized watercraft use allowable in 2019.
    - Create rules and regulations in first quarter 2019
  - Bikes on the gravel roads
- Future Planning

- The need for an ANCA consult was discussed to assist with creating a mission statement, annual operating plan and strategic plan.
- It would help identify short and long term priorities so that we could operate in an efficient and intentional manner.
- The park is in the start up phase and has limited resources of time, money and volunteers.
- Potential Internship/Volunteer Project in 2019 or beyond
  - Park Background Summary
  - Create videos and marketing materials
- Fundraising Donor Recognition plan – Motion made by Smith and seconded by Norris, to recommend to the board approval of the donor recognition plan submitted by Lynn Richardson from FoCH.
- Other Business
  - FoCH Invasive Management Instruction sheet – Reviewed proposed barberry instruction sheet presented by Lynn Richardson and recommended to enhance our current waiver to reflect risks raised by Lynn. FoCH will create a barberry information sheet only.
  - Summer Barn access was discussed. Gate is operational. Cynthia McWilliams discussed need for closing off parking lot, grading and adding gravel.


**Future Action Items - none**

**Adjournment:** Motion was made by Norris and seconded by Smith to adjourn at 9:20 PM.

Submitted By:

 Date: 01-15-19  
 Judy Soroczak, Administrative Coordinator

Accepted By:

 Date: 01-15-2019  
 Meg Slifcak, Committee Chair