

Colchester Land Trust Minutes of Regular Meeting, December 11, 2008

Meeting Location: Craigin Memorial Library

Attendees: Cindy Praisner, Lisa Hageman, Leslie Curtis, Cathy Shea, Barry Ford, Will Hochholzer, Andy George, Pete Dane

Meeting called to order by President, Lisa Hageman at 7:07pm

Current Business

- 1.1 *Financials:* Cindy presented balance sheets for 2008 through September and noted that last year's phone book revenue and expenses figured into the numbers for this year. An effort will be made to pay all expenses for this year's phone book by year end (2008). Cindy has been working with two CPAs, one of whom has been travelling and the other who has just had a baby, and noted that next year we will be moving to an accrual based accounting system, which is more accepted, rather than the Cash basis on which our system is currently based.

E-base membership: Our membership to the E-base community (the non-profit database system used by Cathy Shea to track membership data) is up for renewal. The authors are asking for a \$50 fee to stay current with the product.

Motion: To disburse funds in the amount of \$50 to remain a member of the E-base community. Motion: Andy George
Second: Leslie Curtis In Favor: All Opposed: None.

Book Donation to Colchester Community Wildlife Habitat: A donation of 5 books, purchased from the DEP and totaling \$30, has been made to the Colchester Community Wildlife Habitat kiosk at the Library. Cathy to apply a sticker to each book indicating the donation by the Land Trust.

- 1.2 *Membership Mailing Update:* Cathy noted that the current response to the mailing included 17 new members and 35 renewals. It is anticipated that additional responses will be received after January 1st. We will send a reminder notice to past members who have not renewed their memberships at the end of January.

- 1.3 *Phone Book Update:* Phone books are at the mailing house and have been labeled but need to be sorted and packed for mailing. Barry to get all bills to Cindy prior to Dec. 22nd so that payment can be made before end of month

Motion: to use the mailing house to sort and pack the books for an additional expense of \$350. Motion: Barry Ford
Second: Pete Dane In Favor: All Opposed: None.

- 1.4 *Organizational Assessment:* We have received a grant from the CT Land Conservation Council in conjunction with the Land Trust Alliance to hire a consultant for the purpose of conducting a guided Organizational Assessment. The LTA would like us to present on our experiences with the process at the April 4th CLCC conference. Andy will review the LTA site for guidance on establishing a conflict of interest policy. Lisa will provide Andy with LTA site information, logon and password.

- 1.5 *Volunteer Coordinator Lists:* Andy will assume responsibility for heading up the coordination of volunteers with Marty. Lists from the membership database have been provided by Cathy Shea to both Andy and Marty. Andy will additionally try to recruit volunteers at the January 8th holiday meeting and will initiate early contact with volunteers to let them know the types of events we have coming up and upon which they may be called to help. A suggestion was made to recruit volunteers for a trail clean-up (perhaps the bend at the Gateway property) followed by a hike.

1.6 *Partner with Parks and Recreation*: Cindy mentioned that Jay Cohen from Parks and Recreation is looking for involvement from various organizations such as ours for getting kids out into nature and may be interested in partnering with us on some children's hikes. Cathy suggested a children's fun run to coincide with the Salmon River Run. A suggestion was made to contact Don/Mollie Quinn to help.

Cindy noted that free training on hike leadership is available through the Connecticut Forest and Parks Association and that we may want to consider signing up for the next session.

Motion: To enter into executive session and invite all the Board member of CLT. Motion: Andy George; Second: Barry Ford. In favor: All; Opposed: None.

Executive Session: The Board entered executive session at 8:47 PM.

The Board came out of executive session at 9PM.

Motion to adjourn: Leslie Curtis, Second: Cindy Praisner, In favor: All; Opposed: None.

1.0 Calendar

- 1.1 **January 19th – Board Meeting**
- 1.2 **February 12th – Regular Meeting, Library**
- 1.3 **March 12th – Regular Meeting, Library**
- 1.4 **April 1st – Artist's Reception, Library**
- 1.5 **April 4th – CLCC Conference, Wesleyan**
- 1.6 **April 9th – Regular Meeting**
- 1.7 **April 29/30th – LTA Northeast Conference, WestPoint, NY**
- 1.8 **May 9th – Salmon River Run**

Respectfully submitted by Cathy Shea