

**Meeting Minutes for June 25<sup>th</sup>, 2007**  
**Raccoon Creek Partnership Board Meeting**

Meeting time: 5 p.m.

Meeting Location: Nelsonville Public Library

In Attendance:

Brett Laverty, Sarah Watling, Ben McCament, Mike Schooley, Mary Ann Borch, Wendy Shields, Dan Imhoff, and Heike Perko.

First Item:

Approval of minutes, all approved;

Second Item:

Secretary Report by Mary Ann Borch, donation of 2,500 dollars was received from Clyde Gosnel and deposited; the bank account holds a total of 2,575.00.

Discussions:

What to do to thank Clyde Gosnell for the 2500 dollar donation: (Clyde's money should only be used for Waterloo)

- Mary Ann sent thank you note
- Special tribute in the upcoming newsletter was proposed and accepted as well as recognition at the annual meeting for the donation and support. Also, Clyde could be asked to write an article for the newsletter on his vision of the education center.

Who should be in charge of membership?

Dan Imhoff suggested that the secretary should be in charge and this lead into a short discussion about software to track members. Heike proposed to ask AOA about what software they use and how they track. No decision was made about who will be in charge of membership since secretary is on leave and Heike is filling in. Some discussion was had about when and how to send membership reminders and if membership starts during the month when it is paid or all memberships start at the beginning of the year. Monthly seems onerous although it is specified in the by-laws. Quarterly and semi-annual reminders were also mentioned. We mentioned that our fiscal year starts in January.

Waterloo Building Discussion:

Heike suggested having a public event at Waterloo, which could include food fun, fishing, etc. Perhaps a painting party? This is agreed upon, however, we must wait for the building lease to be signed by Div. Wildlife prior to any building functions.

OEF Grant submission Discussion:

Heike presented to the board that the grant committee (Heike Perko, Jerry Iles and Jennifer Bowman) have decided to wait until January of 2008 to submit grant (\$50,000), board approved. This allows more time to develop the idea of a gaging station and other partnerships as well as review of the grant by the board. All board members approved the decision. Heike stated that Jerry Iles suggested that the grant proposal should have

something that would make it unique. Everyone on board would be willing to participate in the grant writing by acting as reviewers or other more direct involvement.

The stream gaging station idea is good but needs for research regarding costs and maintenance. Brett stated that as an alternative, he would be donating his YSI multiparameter water meter which can be deployed to obtain much of the same information as the gage, except not flows.

Heike and Dan Perko met with Meigs and Athens County school superintendents. They discussed the offering of professional development money. They discussed sending teachers to do programs at the education center. In addition, Friends of Lake hope and the Water Trails group both show interest in partnering with this project. More fundraising and networking will come in the future. Heike volunteered to talk with the New Marshfield Masonic Lodge, and the Robinette Ridge Hunting Club. So did Brett (I think!)

Membership:

Brochures – necessary to get the word out, Sarah, Brett and Wendy (who already had a rough draft for review passed around) will refine it and send it to the board for final approval.

Appreciation to members was discussed and all thought it was a good idea to thank folks in newsletters rather than annual letters. Mike thought we should send a letter when they first join, and thank in the newsletter in following years membership is renewed.

Software for online donations was discussed and **Ben volunteered to look into “paypal” to manage these donations for the group.** (10% of donations go to paypal)

Taeil at ILGARD will be designing the new website. Bret Lavery revised the Vinton SWCD Headwaters grant to include \$3,000 for the website overhaul. In addition, Ben McCament will have an additional \$3,000 in the Pierce Run 319 grant to begin soon to complete the website.

It was discussed that the organization of membership is important in order to recognize which partners need to be targeted and who needs to be solicited for memberships. Brett mentioned that he already has a database, which needs to be updated but it contains over 500 landowners who live along the Raccoon Creek. He also mentioned that the watershed project has a strong support already built in Gallia County and he has had good feedback regarding the newsletters he has produced over the years.

The upcoming newsletter will be the last one covered under the Vinton SWCD Headwaters EPA 319 grant; this lead into a discussion about making newsletters annually or biannually but not monthly.

Canoe and partnership with water trails group discussion:

The Raccoon Creek Water Trails group approached the RCP about accepting a donation of canoes from the Vinton County SWCD, since they did not have their non-profit status as of yet. They are not asking for money, just a partnership relationship, where the RCP accepts the boats and houses them at Waterloo and the water trails group uses them.

#### Liability Discussion:

Dan Imhoff was concerned about the liability issues connected to the arrangement of accepting canoes and trailer. He feels we should talk to a lawyer to make sure we are not liable if someone gets hurt using the canoes or transporting them. Dan also suggests we need a safety plan from the Water Trails group before agreeing to this type of arrangement. As long as no money is accepted, then there is no liability. **Invite Molly** (the president of the water trails group) to the next meeting to clarify some of these questions.

Brett offered to draw up a letter laying down some of the ideas brought up in the discussion such as if the canoes are no longer used they will return to the Vinton County SWCD and that a safety plan needs to be developed and followed when using these boats.

Wendy said we should not motion on the idea yet, because she felt strongly that the water trails group should know that we want a safety plan and have some reservations about some things connected to the usage of boats. She felt Molly should join our next meeting and we can move a motion from there.

A motion was made on the following in order to move forward:

Dan Imhoff offered this motion for voting: The RCP will take over ownership of the canoes, paddles, life jackets, trailer and two floating docks. The RCP and the Raccoon Creek Water Trails Association will use these canoes according to RCP standards and to further the mission of the RCP.

Everybody voted yes to move the motion.

Vinton SWCD will draw up two letters regarding the canoes: one that the canoes will revert back to the Vinton SWCD if the water trail association or the RCP dissolve and the other will be an agreement for the RCP to accept ownership the canoes from the Vinton SWCD as a donation.

#### Action Items:

- Brett, Sarah and Wendy will work on the brochure and the newsletter and communicate with the board to move forward with these items.
- Ben will research on-line donation software for non profits such as pay pal.
- Heike will research membership and accounting practices by contacting the AOA and continue working on the waterloo mission and grant.
- Membership Brochure will be done in the next 2 weeks
- Recruit new members – at three member per board member
- Develop a sample membership card – Brett

#### Tabled items:

Determining the date of the annual meeting and the annual outreach event.

Next meeting date and time: **July 23<sup>rd</sup>, Uncle Bucks at 5:30 p.m.**