

# Friends of Hartman Reserve

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Our mission is to support Hartman Reserve and its service to our communities through volunteerism, expertise, advocacy, and gifts.

## **Minutes of the Board of Directors Meeting**

**Date: February 9, 2021**

**Time: 5:30 pm**

**Location: online via Zoom**

**Board Members in Attendance:** Tom Blanford, Henry Frederick, Dwight Fritts, Henry Giddens, Nate Goetsch, Kathy Green, Joel Haack, Nina Hamer, Diane Holmes, Theresa Johnson, Laura Walter, Kendra Wohler, Jim Young

**Absent:** Gretchen Ogden

**Also in Attendance:** Amy Davison, Hartman Reserve Unit Manager, Lexi Groe, Hartman Intern from Wartburg College, studying Public Health and Environmental Science, working on Trail Rx project

- I. Call to Order – Jim Young - 5:31
- II. Review and Approval of Agenda
  - A. Kathy moves, Nate seconds, motion carried
- III. Review and Approval of Minutes of 1-12-2021 meeting - sent via email prior to meeting
  - A. Nina moves, Theresa seconds, motion carried
- IV. Review and File Financial Statement for Audit – Kathy Green - sent via email prior to meeting
  - A. Bank Account balances, donations, endowment
    1. Not much activity this month
    2. \$100 check donations
    3. \$150 in donations to the endowment
  - B. Pledge to Hartman fulfilled
    1. \$10,000 from Money Market account
    2. \$10,000 from Endowment
- V. Hartman Unit Manager, Amy Davison - February report was attached to agenda
  - A. Taking down dead trees that present a hazard
  - B. Planned playscape areas require some tree removal
  - C. Planning for spring and summer programs
  - D. Rain garden in top parking lot being redesigned
  - E. Working with Kiwanis to add Hobbit House kit near pond

- F. Maple Syrup Madness progress - Cooking with Connie maple series; Cocktails with Connie with celebrity testers, sugar shack tours are filling up; Timber Tales
- G. Spring Break programs are filling up before advertised!
- H. Snowshoe hikes
- I. Looking for speakers for Sunday Series
- J. Katie will be Prairie Rapids Audubon Society speaker in April on Wild Backyards
- K. Article published in a journal about art project with rain barrels
- L. Working on a case study to be published in a book, concerning Hartman responses to Covid-19
- M. Met with Dr. Suzanne Bartlett-Hackemillar about Trails Rx project, hope to get going in the spring, help people see benefits of being in nature
- N. Exhibits - touch tank (crayfish and turtle) will be done this week, used as a sensory table until can populate with animals in spring, stream tank in progress, West Wing should be done by end of spring
- O. Project wish list attached with agenda, to be discussed under New Business

#### VI. Committees

- A. Executive Committee-standing – Jim
  - 1. Set agenda for tonight’s meeting
- B. Finance Committee-standing – Kathy
  - 1. We have \$15,500 to spend from the endowment that could be used for proposed projects
  - 2. Endowment balance is doing well
- C. Website/Social Media update – Jim
  - 1. <https://www.friendsofhartman.org>
  - 2. Editing/administrative rights - Jim will continue to be editor for now, with support from Miranda
  - 3. Social media presence conversation
    - a) What do we want to achieve from it?
    - b) Would need someone to manage it.
    - c) Could share about new Friends website on our personal Facebook accounts.
    - d) Will hold off on social media presence until see a clear purpose.
- D. Friends merchandise update - Nina
  - 1. Will set up merchandise pickup at Hartman (okay with Amy) orders would arrive packaged separately and labeled, so no confusion.
  - 2. Nina suggests it may be possible to merge Friends and Hartman online stores; Amy is still working out details and not ready yet. Nina and Amy will find out what would work best from Xpressions.
  - 3. Steph from Xpressions is reworking the FoHR logo to make it possible to embroider on caps and hats and still be readable
- E. Youth Board members – Henry and Henry

1. Working on five to six trail stops for the audio trail project; took pictures of each spot; have a map with pins at each stop to share with Hartman staff.
  2. Starts and ends at the Interpretive Center, half-mile loop, not a strenuous activity
  3. With inclusion in mind, incorporating different senses in experience at each stop. Asking for suggestions for inclusivity.
    - a) There are resources available online. Diane will email Henry and Henry.
    - b) Talk to Me (owned by Kate Dunning) is a local business that sells adaptive equipment and might be able to answer questions.
  4. By March, goals are to
    - a) Finish information to convey at each stop and send script to the voice actor.
    - b) Put together a beta site for FoHR board to try out and provide feedback.
    - c) Share sign design options to board at March meeting.
  5. Should be easy to provide access to this via the FoHR website.
  6. Soundcloud allows tracking of usage, would be a good way to get statistics for end of year report. (Amy)
  7. Budget question regarding signage, is initial \$200 allotment sufficient? (Nate) Henry and Henry should communicate with the board regarding any additional needs.
  8. Is this a permanent project? (Kendra) Yes, as long as the signs last and website is available. Board might consider maintenance costs and sign quality. Need to coordinate with Hartman on sign placement and design.
- F. Inclusion/Accessibility initiatives - Diane, Theresa, and Joel
1. First Memory Cafe, supporting individuals living with dementia and their caregivers, is being planned:
    - a) first Wed in June at 10:00 am. Getting great response from area college students wanting to volunteer.
    - b) 15-30 minutes of fellowship time
    - c) Nature activity, speaker, or performance for rest of the hour
    - d) Will request about \$75 per cafe to support snacks and supplies (\$900 per year)
  2. Bathroom door
    - a) Current layout is ADA compliant, though space and layout are not ideal.
    - b) Considered various options to improve and concluded that none of them would be preferable to the current situation.
  3. Adding Advisory committee members who are experts in the field

- a) There is no one on our board who is of a different culture, race, or language.
- b) Inclusion committee is considering asking people to serve as ad hoc members in an advisory role. Would this require action by the board?
  - (1) There is nothing in the bylaws that address this, and the finance committee has had outside experts serve.
  - (2) Board raises no objections to the plan for ad hoc advisory members on the inclusion committee.
- c) Amy will try to think of people to contact. Suggestion: Tavis Hall of Experience Waterloo
- d) Give ad hoc committee specific purpose and direction to help increase success (Tom). Suggestion: Amanda Wikerts who worked on Place to Play
- e) Board should consider adding some language to the bylaws regarding ad hoc committee members. This would be addressed at the annual meeting in September.

#### G. Newsletter update

- 1. Could include an article about the need for ad hoc advisors in the April newsletter - List the skills and expertise we need and see who responds.
- 2. Winter newsletter, sent last Saturday, to 70 subscribers (out of 200 invitations sent)
- 3. Need to set a deadline for suggested submissions for the April edition of the newsletter.

### VII. New Business

#### A. Projects for consideration

- 1. Landscape and redevelopment plan for top parking area including greenspace (native grass) for kids to play in and native pollinator plantings (Ben Rindels) - \$1100
- 2. Pay for Stantek (company run by professor at Upper Iowa University) to conduct the first botanical and faunal survey at Hartman in twenty years, to inform management practices, protect rare or endangered species.
- 3. Trail signs in North and South Unit with Trail Rx information and QR code (all in one sign to make efficient use) and trailhead sign at entry way with map, designed for inclusivity.
- 4. Buckles Loop Natural Playscape area with activities families can do when the Interpretive Center is not open.
- 5. Video editing - support for staff to take an online class to learn how to use Premier Pro more effectively.
- 6. Looking ahead a year or two - Needs assessment of City of Waterloo and how to attract more minority and refugee populations; UNI Quest project,

involving students from minority and immigrant communities, does work on social justice and the environment.

7. Second Sunday Speaker sponsorships to help bring in outside speakers.
8. Sponsorship for traveling exhibits.
9. Greenhouse next to Buckles Building for the purpose of raising milkweed and other native plants for pollinator projects.
10. Giant nest in bird playscape with bench and space for wheelchairs. Looking for matching funds (\$1000 from Friends and \$1000 from Audubon) to add to \$1000 private donation.
11. Hobbit House with activities related to animals and dens, built from a kit.
12. Visiting Artist program sponsorship.
13. Printing costs for Pocket Guide for Trail Rx to give to wellness and health professionals in Cedar Valley and potential trail users, printed on sturdy paper for reuse.
14. Sponsorship of Winter Wonderland event at Hartman to raise funds for free field trips for schools (also looking for volunteers). Events would be held the weekend after Thanksgiving through the first three weekends in December.

B. Priorities - Exec Committee will provide a list of recommendations for decision at the March meeting

1. Landscape plan (\$1100)
2. Hobbit House (\$6000, will use some Gallagher funds, but FoHR could contribute a partial donation)
3. Giant nest for Playscape (\$1000 match)
4. Visiting Artist Sponsorship (\$1000)
5. Video editing training (\$45)
6. Pocket Guide for Trail Rx (will provide estimate)

C. Board projects

1. Budget for Memory Cafe (\$900)
2. Additional funds for Youth Board project, if needed, for signage

VIII. Adjourn

- A. Theresa moved, Kathy seconded, motion carried
- B. Meeting adjourned at 6:52 pm

*Minutes respectfully submitted by Secretary, Laura Walter.*