

# 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**

**February 11, 2020**

5:30 pm

**Location:** Hartman Reserve Nature Center

**Board Members in Attendance:** Tom Blanford, Henry Giddens, Nate Goetsch, Kathy Green, Nina Hamer, Diane Holmes, Theresa Johnson, Jeremia Matz, Laura Walter, Kendra Wohlert, Jim Young

**Absent:** Henry Frederick, Dwight Fritts, Samuel Miller, Mike Ohrt, Laura Wilson

**Also in Attendance:** Amy Davison, Hartman Reserve Unit Manager

- I. **Call to Order** – Kendra Wohlert 5:32
- II. **Review and Approval of Agenda** - *motion to approve - Jim, Theresa 2nd, motion carried*
- III. **Review and Approval of Minutes** - *motion to approve - Nina, Nate 2nd, motion carried*
- IV. **Hartman Happenings** - Amy Davison, Hartman Unit Manager
  - A. 109 people attended Staci Snyder's talk in the Second Sunday series
  - B. Sap tapping starting on Feb.19; volunteer opportunity; buckets will be set out and an announcement will go out on Facebook. About 200 trees by River Hills will be tapped.
  - C. 3 Americorps intern positions awarded and will provide 450 hours to Hartman; reduces amount Hartman needs to spend on internships
  - D. Connie's latest forest bathing events have been well attended
  - E. Connie sent a letter to the board about the possibility of Hartman's visiting artist 2020; FOHR sponsorship opportunity
  - F. School field trips are filling fast. All Waterloo 2nd graders are returning this year.
  - G. Upcoming programs - volunteer list passed around; could use help putting up posters. This is a 3-day (Friday, Saturday, Sunday) event
  - H. Projects
    1. Boathouse remodel underway for aquatic exhibits

2. Solar turtle is on order - solar panels are in the shape of the turtle's shell; this will be on top of the turtle table and will power exhibits in drawers under the table.
  3. Exhibit remodeling projects don't need FoHR funding right now - received targeted donations and staff have provided much of the design and labor.
  4. More interactive displays involving multiple senses are coming.
- I. Will hear back in March on Silos & Smokestacks internship application for communications associate.

## **V. Committee Reports**

### **A. Executive Committee-Kendra Wohlert**

1. FoHR offered a match for the Silos & Smokestacks communications internship grant proposal.
2. Raffle tax for last year's MSF was paid and we will not have to do that again.
3. Want to revisit interest in the Wine Pull for UHM; may want to consider other possible ways to contribute to that event; looking to have a decision made before we adjourn for the summer; open to ideas; maybe gather ideas from other groups' functions; need to run ideas past Amy and Connie; a carnival game like a duck pull is one idea with donated prizes such as gift cards or certificates (WasteTrac has rubber duckies)
4. We gave Chris Corkery a gift card to thank him for his work on the new logo.
5. Logo is on our new magnetic board member name tags (handed out at meeting) - please wear when representing FoHR
6. CFNEIA brochure - have 100 printed copies to distribute; we can print more copies as needed from the digital file; this document is also linked on the CFNEIA website on the FoHR Endowment portal
7. FoHR as a granting agency - Diane wrote a grant last spring break that we have received in January; our action plan committee will be looking at whether this will be one of our roles going forward
  - a) This is helpful when granting agencies will only award grants to 501(c)3 organizations
  - b) It's complicated to co-write grants with Board members and Hartman staff due to all the detailed information that has to be exchanged
  - c) There may be other grants that would be more project based that Hartman could apply to independently of FoHR

8. We will only need to keep about 14 boxes of FoHR files and Jim has offered to store them so that we don't have to pay for a storage unit. Exec Board members are weeding the files according to a chart showing how long different documents need to be kept.
- B. [Finance Committee](#) – Kathy Green
1. Balance is down about \$1000 from last month due to payments to Inclusion Connection and the 2019 MSF tax
  2. Review and file [monthly financial statement](#) for audit (attach)
  3. Bank account balances, donations, endowment - endowment keeps growing and one person gave a \$5000 donation; we could have taken a disbursement of \$9000 this Jan/Feb, but we have enough in savings currently, so Finance Committee decided to leave that disbursement in the Endowment; we are a little over the balances that we said we wanted to keep in checking, but we have some bills coming up (for accounting services, event logistics, office supplies, mailing)
  4. Committee update and recommendations - committee will meet in March and work on creating a framework for the next budget
- C. Action Plan Committee-Kendra Wohlert (formerly known as Strategic Planning and Friends Committees)
1. We will be working off the purposes in our bylaws and our shared visions for FoHR; laying out goals for the next 2 years of work, around goals aligned with our purposes and mission
  2. Decided that it would be better to call it an Action Plan than a Strategic Plan for now
  3. What does it mean to be a Friend?
    - a) Who are our Friends - those who donate money or time/skills to FoHR (Discussion: How would we track this? Hartman is going to meet with Volunteer Center of the CV to re-organize their volunteer coordination efforts, and part of this discussion will involve how to work with FoHR on volunteerism.)
    - b) What do they get? They become part of a network or community that does things together such as FoHR hikes; maybe get FoHR merchandise; maybe get \$1 off tickets to Hartman events
    - c) Maybe one way to be a Friend is to make a pledge to help the environment - such as "I will take a walk in Hartman at least twice this year, and I'll pick up trash each time."
  4. Friends Birthday Party celebration in May - cake and icecream, kickoff for new FoHR; presentation of JC Hartman award (with Amy); year-end event

where we can show the Friends how their support helps Hartman; would not need to rent the facility; would need to be on a weeknight

5. Need to get ask letter and invitation to the May party out in April

**VI. Youth Board Members Update**-Henry Giddens

- A. On Saturday, Henry Frederick and Henry Giddens took young scouts (boys and girls) on a snowshoe hike, talked about tracking, and saw an owl! They have another date planned for working with scouts later this month.
- B. They are still discussing how to use their budget; have decided to do a day activity with people of their age range sometime this summer; including activities such as kayaking on the ponds.

**VII. Old Business** - these items were discussed during committee reports and Hartman update

- A. CFNEIA Brochure
- B. Maple Syrup Festival Sponsorships and volunteering

**VIII. New Business**

- A. 2020 Visiting Artist Program - Connie Svoboda has written us a letter requesting sponsorship
  - 1. Includes a cash prize and access to studio space; 9 month commitment for the artist; resume builder for the artist; total award is around \$3000
  - 2. Any kind of art - music, dance, visual arts, writing - inspired by nature at Hartman
  - 3. Artist does a program at Hartman and presentations at other locations; also provides an art piece to Hartman
  - 4. Connie creates a selection committee to review applications; she would welcome a FoHR member to sit on the committee
  - 5. Program is also supported by other community organizations
  - 6. Connie has asked FoHR for a \$1000 sponsorship.
  - 7. *Jim moves that the Friends contribute \$1000 to support the Visiting Artist program as we have done in the past. Theresa seconds. Motion passes.*
- B. John C. Hartman Award - was traditionally given at MSF, but we would like to give it at a new FoHR sponsored event
  - 1. We do not have a definition of the award on file.
  - 2. In 1938 John C. Hartman helped the YMCA buy the first parcel of land that became Hartman Reserve. The County purchased the land and added to it in the 1970s.
  - 3. The JCH award goes to someone who has contributed greatly to FoHR - for 2020: Paula Goetz and Greg Greco will be honored.
  - 4. Future nominations will be taken from this Board.

5. Definition will be drafted by the Exec Committee and presented to the Board at the March meeting.
- C. May Friends Network Birthday Party
1. New Friends Network Kick-Off Event
  2. \$1 Million Endowment Canvass begins with this event
  3. John C. Hartman Volunteer of the Year Awards presented
  4. Introductions/Presentations/Staff Appreciation
  5. Friends Contributions this year
  6. Cake and Ice Cream
- D. Name tags with the new FoHR logo were handed out. Please wear to Hartman events and when representing FoHR.
- E. Board Members Check-In and question of non-attending board members
1. Should we have a policy that states after a certain number of absences board members are asked to resign? Most Boards have an 80% attendance requirement.
  2. Kendra has reached out to some non-attending members and has heard back from some but not others.
  3. Laura Wilson has turned in her resignation due to family responsibilities, and Kendra has accepted it with regret.
  4. In our bylaws, the Board can vote about whether to retain non-attending members. We may want to make sure that we are up front about our attendance expectations.
  5. Kendra will try to call the members who are not responding to emails.
  6. Teleconference options could increase attendance.
  7. We will table this until next month.
- F. March 10 FOHR Board Meeting
1. Jim Young will sub for Secretary Laura Walter on March 10
- G. Friends Walk in the Woods Date - Laura Walter will send out a Google form to schedule

IX. Motion to adjourn - *Laura Walter moved, Jim Young seconded. Motion carried.*

**Meeting adjourned at 6:30 pm**

*Respectfully submitted by Secretary Laura Walter*