

Friends of Hartman Reserve

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: September 8, 2020

Time: 6:10

Location: Virtual Meeting via Zoom

Board Members in Attendance: Tom Blanford, Henry Giddens, Nate Goetsch, Joel Haack, Kathy Green, Nina Hamer, Diane Holmes, Theresa Johnson, Gretchen Ogden, Laura Walter, Kendra Wohlert, Jim Young

Absent: Dwight Fritts, Henry Frederick

Also in Attendance: Amy Davison, Hartman Reserve Unit Manager

6:10 pm

- I. Call to Order – Jim Young
- II. Welcome new directors!
 - A. Joel Haack - was member of the FOHR Board for 6 years in 1990s and was president for a couple of those years; walks in Hartman several times a week; retired math professor and administrator at UNI
 - B. Gretchen Ogden - has been on finance committee this year, excited to watch growth and changes, originally from Sioux Falls, attended UNI to study accounting, works in banking and has experience in accounting; spends a lot of time walking trails with family
- III. Review and Approval of Agenda
 - A. Nina moves to approve agenda. Kendra seconds. Motion carried.
- IV. Review and Approval of Minutes
 - A. Call for additions or corrections. None given.
 - B. Motion to approve by Theresa. Kathy seconds. Motion carried.
- V. Review and File Financial Statement for Audit – Kathy Green
 - A. [Finance Committee Report](#)
 - B. [Bank Account balances, donations, endowment](#)
 - C. Update on bank statements - transactions since statements emailed for Board review
 1. Hogan Hansen cashed \$1500 check for tax preparation services since the balance reported in the statements

- 2. Received small amounts through amazon.smile
 - 3. One bill paid in August was annual liability insurance. With less direct Board involvement in Hartman events, the charges are lower than they were in the past.
 - D. All board members reviewed the FY20 form 990 prior to its submission.
 - E. We need a projection from the foundation (CFNEIA) as to how much we can expect in the annual disbursement (from endowment earnings) so that we can plan for our annual contribution to Hartman Reserve.
 - F. Finance committee will meet as needed. Otherwise, they will stay in communication through email. Managing the endowment and accounts is simpler now than in the past, now that our new guidelines are in place.
 - G. Finance reports have been reviewed and filed for audit
- VI. Hartman Unit Manager, Amy Davison
- A. [Full report linked here](#)
 - B. UHM will be a to-go event
 - 1. Register at mycountyparks or by calling Hartman
 - 2. 15 people every 15 minutes will come to pick up food, table settings
 - 3. Connie is working on online auction; Kendra provided a work of art
 - C. Inclusion Connection - Diane and Amy have discussed the assessment and how to move forward to increase inclusion
 - D. Homeschool group program
 - 1. Most schools aren't doing field trips this fall due to the pandemic.
 - 2. Hartman is finding a new niche in helping homeschool families with science standards.
 - E. Hiring a part-time AmeriCorps member with environmental education focus
 - F. New project with Waterloo Community Schools Career Center: student interested in studying ecology is working with HR staff 15-20 hours per week
 - G. Staff are becoming certified in hunter education so that they can teach hunter safety
 - H. Children's listening walk is installed, usable through fall
 - I. Upcoming events
 - 1. Forest bathing
 - 2. Morning mindfulness
 - 3. Succulent classes
 - 4. Grapevine wreath making
 - J. Question from Board
 - 1. Kendra: Do you need anything else for the auction?
 - 2. Amy: Connie may contact us with ideas.
- VII. Committees
- A. Jim will send out a message asking Board members to consider which committee(s) they may be interested in serving on.
 - B. Executive Committee-standing

1. Usually meets one or two weeks before meetings, mainly to plan meeting agenda
- C. Finance Committee-standing
- D. Social Media update
1. Dwight Fritts (absent) will be working with former Hartman intern to develop a FoHR website
 2. We have created a list of tabs and links to include in the site. This was discussed through email.
- E. Friends merchandise update
1. Nina is working with the local company Expressions to set up an online store; they handle all orders and money; we can upcharge if we decide to in the future
 2. Merchandise gets our logo out into the world on t shirts, masks, hats, window decals, etc
 3. A link to the online store will be included on our new website.
- F. Action plan
1. Draft was ready at May meeting
 2. Functions of the Action Plan
 - a) Similar to Strategic Plan but shorter term to cover first steps with new organizational structure, bylaws, and mission.
 - b) Will be referred to when considering a new action: where does it fit in our Action Plan?
 - c) When actions are completed, they can be documented on the Action Plan.
 3. Discussion tonight with vote at October meeting
 - a) Diane - In the section on accessibility, we need to add "people with limitations and/or disabilities" before seniors
 - b) Nina - Do we need to keep the word "seniors?"
 - c) Theresa - This relates to our work in developing a relationship between senior living communities and Hartman Reserve.
 - d) Jim will add Diane's suggestion and keep language including seniors
 - e) Diane: The Inclusion Connection assessment came out in August. They give very specific recommendations targeting primarily physical accessibility: trails, parking spots (not currently ADA compliant), amphitheater (pea gravel is bad for wheelchair users). It would be good for the Exec Committee to have a copy of the assessment to see how we can support these efforts. Amy will send us a copy. Updates on Inclusion Connection work will be added to the agenda for October.
- G. Youth Board members
1. No concrete plans yet.
 2. May present at October meeting.

VIII. New Business

A. Board Directory

1. Jim will update with new members and contact information

B. Upcoming Events

1. Supporting new format of Under the Harvest Moon
2. Ideas for board activities this fall
 - a) Walk the trails? (Amy: staff is preparing Glow Hike, Night Hikes, Full Moon hikes)
 - b) Share ideas through email

IX. Adjournment - 6:45 pm

- A. Kendra moves that we adjourn the meeting. Nina seconds. Motion carried.

Minutes respectfully submitted by Laura Walter, Secretary.