

Friends of Lapham Peak

Board of Directors Meeting

August 1, 2018

Board members present*

*Louise Borzynski, *John Hillmer, *Rita Keber, Anne Korman (DNR), *Kris Maki, *John McCarthy, *Jackie Nicholson, Daya Pillay, *Anne Riendl, *Karl Timm, *Rick Von Haden, *Dan Wiley

Dates to remember: Next board meeting **Wednesday September 5, 2018 at 6:00 pm** at Hausmann Center

Meeting called to order: 6:05 pm

June Minutes: accepted as presented tonight (a draft version was previously emailed and corrected by members)

Treasurer's Report: Karl shared a draft report (attached¹) indicating:

the June and July reports are combined. We held the Bike Swap and Summer Solstice in June so he made columns for their items on the CASHCHG page. The Summer Solstice still has some expenses for food to account for. The Ski Series money was moved to the Snowmaking fund. The Colorama 2018 tracking has started (the 2017 money was previously moved).

As a follow-up to the presentation and questions and discussion of topics during the Aug 1st meeting, Karl shared an updated report on August 11, 2018, indicating:

"I made the following changes to the July report. Solstice still has \$65.19 from John Hillmer PayPal not added yet (although I deposited the check today).

Note: I made the first payment of \$5,000 for the remodel of Evergreen as authorized by John McCarthy. (That expense will show up on the August report)

- moved \$2,000 donation to the bench fund from GF
- moved \$1,000 donation to habitat fund from GF
- Fright Hike
 - o deleted \$500 contractor services from snowmaking
 - o lent (gave?), \$500 to fright hike from SM
 - o fright hike has \$500 income as a result
 - o charged fright hike \$500 for contracted services
- Solstice
 - o recorded food expenses
 - o broke out seed money from admission and food sales
 - seed money is both an expense and revenue netting zero
 - o broke out \$210 cash donations that was in admission, total \$410 donations with Tom Klein \$100 and band member friend \$100
- moved \$276.16 from habitat to trail fund
- updated VG endowment fund"

The updated report² is attached. Other notes regarding the financial picture --

Regarding the investment funds, the corrected total should be \$52,125 for the sum of the two. GMF as of June 30th is at \$44,272 and VG as of July 31st is at \$7,853. Total return for VG from since we started with the fund is 7.2%.

The First Fright Hike tickets have been sold!

Receipts / income and expenses / bills, invoices, and reimbursement requests were presented to Karl for processing.

Kris provided the attached receipt itemization reports^{3&4} from SM, one that is already reflected in the June/July report³, and one that is being presented tonight for next month⁴.

The Financial Report was approved as discussed with adjustments and corrections which again were then updated in Karl's attached updated report, dated Aug 11².

Running Agenda

Topics: Colorama see below; **Bike Swap** see below; **Lapham Loppet** n.a.; **Summer Solstice** see below; **Candlelight Ski & Hike** n.a.; **Fright Hike** see below; **Wednesday Night Ski Series** n.a.; **Work Days** see below; **Snowmaking** see below; **Grants** see below; **Buckthorn Busters** see below; **Cross Country Skiing** n.a.; **Nature Center** n.a.; **Endowment Fund** see below; **Memorial Bricks & Benches** see below; and **Agreement Between DNR & Friends** see SM.

Old Business

1. Summer Solstice and Bike Swap:

- a) Our Summer Solstice event was a fun evening with perfect weather, great food, fun music; and, we have a tentative profit of \$717.84 with about \$67 more coming yet from PayPal (a few people charged their food and attendance via PayPal); so the total should end up to be about \$785.
- b) Bike Swap/Fun Fair and Summer Solstice are discussing options that might combine these events in 2019 on June 1st.
- c) Bike Swap reported that a few checks are still coming in from the 2018 spring event.

2. Event Scheduling for 2019:

It's been discovered that we can and should be scheduling 2019 events with the office now, including those that need a shelter reservation. The DNR is supposed to move those from the current calendar to the new online system before it goes live.

3. Snowmaking, John M presented the SM report, attached⁵:

- a) Snowmaking Expenses: major SM expenses were approved for payment this past period:
 - a. All Country Electric Supply - Accessories for Pedestals - \$391.00
 - b. SMI - Electric pedestal with two outlets -- \$1,455.43
- b) Snowmaking Strategic Plan and Business Plan: The SM Committee is waiting for any comments of the Strategic Plan from Missy's team at DNR.
- c) Memorandum of Understanding for Snowmaking: A draft of a proposed MOU document was submitted to DNR on July 9th. The SM committee is waiting for DNR's response.
- d) The DNR was generally supportive of expanding snowmaking at Lapham Peak after reviewing the snowmaking manpower summary shown in the Strategic and Business Plan, which indicated that the DNR would not incur any incremental expenses for the added trails due to volunteer support for snowmaking. The DNR is interested in marketing Lapham Peak as a winter ski destination.

- e) Anne R has been trying to reach Missy to find out the status of the DNR's reviews, with a look towards dealing with the Masterplan/campground issue at the September Natural Resources Board meeting. Development of the MOU is to proceed concurrently, with a goal of acceptance at the same Natural Resources Board meeting. The goal is to also have the MOU, and the donations of new snowmaking equipment (snow gun and piping and wiring for Phase 3B) presented at the September NRB meeting.
- f) Snowmaking System Expansion: John M has developed a concept plan for the Phase 3B and 3C extension of the snowmaking system. The total length of new pipe is about 2500 feet. There will be nine hydrants and power pedestals. There will be "Tees" placed at locations for future extension of the system, for Phase 4 (up Two Tier and Hoot Owl Hill) or on a new (old) trail through the woods. Potential scope for Phase 3B construction this fall would involve installation of about 1000 feet of pipe and accessories. The remaining 1500 feet could be installed in the spring of 2019.
- g) DNR Enhancement Grant project proposals: One of the three grant requests prepared by the SM Committee for DNR Enhancement Grants was approved. The approved grant addressed trail grading and surface drainage improvements not covered by the rec trails grant, in the amount of \$12,980, with the Friends being responsible for half - \$6,490.
- h) Snowmaking June work week: Work completed included raising the well pipe outlet to provide an additional 9 inches of pond depth, relocating one electrical pedestal, adding a new pedestal for the Instruction area, installation of a replacement culvert at the northwest corner of the warm-up loop, installation of a new culvert across the trail east of the starter hut, and installation of an underdrain across Magic Carpet Ride at the intersection with Tail End Hill.
- i) New fundraising campaign: Will E. and Charlie R. continue to work on new fundraising initiatives. A new flyer (attached⁶) for the "Into the Woods" campaign has been developed. Discussion with the Lapham Peak Ski Club about a major fundraising event in November are underway.
- j) Plaques on wall in Evergreen shelter: Sample images have been developed for scrolling on the monitor at Evergreen Shelter.
- k) The Social pot luck with FLP board: The event on July 24th was enjoyed by all!!

4. DNR Enhancement Grants:

We received a notice from the DNR (Janet Hutchens) indicating:

“Congratulations, this message confirms that the following proposals submitted by your organization have been approved for funding.

- 1) First Aid Stretcher and Basket
- 2) Property Orientation Sign and Kiosk
- 3) Ski Trail Grading/Repair”

More information on when these funds will come and if there were any reductions to the amounts requested will come later, though we assume that we will get the amounts requested.

5. Evergreen Maintenance and Grant:

On July 23rd, the John McC reported via email for the Evergreen Rehabilitation Committee, which is funded in part from our Federal Recreational Trails Grant:

“Members of the Board of the Friends of Lapham Peak – a committee made of up myself, Louise, Anne Riendl, and John Hillmer have been evaluating contractors and options for the rehabilitation work proposed for the Evergreen Shelter and covered under our Federal Recreational Trails Grant. As you are aware, since the original grant submittal, the DNR has expressed the desire that more extensive work be done on the shelter exterior – specifically, that the siding work address the entire building, not just the bottom four feet

of three sides. The committee has obtained quotes for a variety of options, including full replacement with the same material as existing (known as T1-11), the use of cement fiber siding (aka Hardie Board), the use of LP – Smart Siding (a wood composite material), and the use of vinyl siding. We have decided to go with the LP Smart Panel material for the entire building.

We have had meetings with several qualified contractors, and gotten quotes for the various options. We have decided to go with CCS (Complete Contracting Services, Inc.) out of Palmyra. We are still working out some details on components of their quote related to the exterior door replacement and the concrete sidewalk replacement.

The awarded grant was based on replacing the bottom four feet of siding along three sides of the building with the same material as existing (the T1-11). The currently proposed project will cost more than anticipated in the grant. Following is a rough breakdown of where we are now in terms of costs:

- LP - Smart Siding for the entire building - \$15,980
- Concrete walk replacement - \$3,150
- New exterior west door and hardware - \$3,560
- New Interior door - \$210
 - o Subtotal - \$22,900
- Amount to be reimbursed by the grant - (\$6,420) – 50% match
- Amount originally committed for the shelter work by the Friends- (\$6,420)
- Amount to be paid as a direct purchase by DNR - (\$5,000) – this is new
 - o Subtotal – (\$17,840)
- Additional amount required from the Friends - \$5,060

I am hereby requesting approval by the board for this estimated additional cost of \$5,060 for the Evergreen Shelter work, to be taken from the general fund or the Nature Center fund. Please note that the summary above does not include the amount of the trail rehabilitation portion of the grant, with a total of \$5,070, half of which is being paid for by the grant and half by the Friends.

Please advise me of your approval before Friday July 27th. You may e-mail or call me with any comments or questions, and I and the rest of the committee will be available...”

The project committee received approval for this work; the project is moving ahead.

6. Buckthorn Busters (Habitat Restoration):

John H reported that some herbicide spraying was completed by a hired contractor using Habitat Funds (invasive Crown vetch) on the West Side of the Park in prairie areas. Additional plans are being developed (led by Holly Schmaling) for larger areas that need treatment.

7. Recreational Trails Grant – Work Day:

On August 10th John H and John McC will lead a group of volunteers from to install 3 under-drains that were identified as needed in the Recreational Trails Grant plan. Progress on this project will be reported in September.

8. Recreational Trails Grant – Funding of Work:

Louise reminded the Board that even though significant funds will be provided by the Grant, the Friends will need to 'front' most of the money for this work until the Grant Money comes in after projects are completed. This could be about \$23,000, and since we are planning on some significant volunteer hours to complete portions of the work, if that does not materialize then we could be on the hook for more to fund additional labor. The board agreed and gave approval to continue.

9. Colorama:

Kris reported she is lining up awards for the various categories & placements; she's working through a few options that range from \$150-\$197; the board approved her making the decision based on what she felt would work out best. About 232 T-Shirts will also be ordered. Sponsorship is coming together nicely! Next she will look for freebies that can be given out as door prizes (she also asked for some help from board members to obtain some of these).

10. DNR Miscellaneous:

- a) Some DNR rangers may be credentialed again (as policing authorities) though the details and numbers of rangers that this might apply to are still in question. Applications and processing would all need to happen.
- b) DNR told Louise that the Mike Forte Shelter is now 'valued' at \$66K for insurance purposes.

11. Memorial Bricks:

Dan indicated that net income from the sale of bricks is now at ~\$6,500 (from the start of the project). With current expenses, we haven't broken even yet, but with the work that has established this we expect to make a project when all is complete.

12. Fright Hike:

Members from the Friends and Angie decorated a float for the 4th of July Parade in Delafield; it was a hot day, but we hiked along with the float, handed out ices and F.H. Cards to help create awareness. Also, all of the insurance matters for the Hike have now been addressed.

13. General Liability Insurance:

It's a given that insurance is needed for events, but no one at the DNR is indicating what is needed or who should obtain it (Friends or DNR or a shared expense). Our current liability policy is up for renewal on August 12th. After much discussion, John H moved and Kris seconded that we should pay to renew the policies including the director insurance coverage; the motion passed; Karl will pay the invoice. As for special events, it was reported that recently our insurance coverage for both the Summer Solstice and the Bike Swap events totaled \$149; and Fright Hike's insurance cost will be \$223.

14. Membership:

Rita reported that we have 2 new lifetime members of the Friends of Lapham Peak Unit, bringing the total to 122 lifetime members and 46 yearly members for a grand total of 168 members currently.

Our next meeting will be Wednesday, September 5th, 6 pm, Hausmann Nature Center (Jackie indicated that she will be gone for that meeting).

Dan moved that we adjourn and Louise seconded the motion, and then the meeting concluded at 8:13pm.

Respectfully submitted on Sept 5, 2018

John Hillmer, Secretary

Attachments (not available in the online PDF):

1) Treasurer's Report (Draft)



Jun-Jul Treas.
Rpt(Draft).pdf

2) Treasurer's Report (8/11/18)



Jun-Jul Treas.
Rpt(8-11).pdf

3) SM Receipts June



SM 2018.06.25
Income.pdf

4) SM Receipts Aug



SM 2018.08.01
Income.pdf

5) SM Report Aug



Aug SM Report.pdf

6) Into the Woods Flier



Into The Woods
Flier.pdf