

Friends of Lapham Peak
Board of Directors Meeting
August 7, 2019



Board Members (those present are noted with an “*”)

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

Next meeting: September 4 (Wednesday), Hausman Nature Center, 6pm

Meeting was called to order: 6:04 pm. Of note for tonight, “Prowl the Peak” is happening at 9pm tonight.

Guest: Rick Reed, DNR Law Enforcement Supervisor – Waukesha and Walworth Counties; Rick stopped in to introduce himself to our Board. His duties include Conservation Law Enforcement and Warden Team Supervisor for Walworth and Waukesha Counties. He shared how he fits in with the DNR personnel that we see around the Park. He answered questions about what the various roles are for law enforcement, how he and his teams work with the Rangers and other enforcement organizations (911, Sheriff’s, local Police departments, etc.).

June Minutes: With a few minor corrections, the minutes were approved and will be posted without attachments, on the [Friends Website](#) later tonight. We did not meet in July, so there will be no minutes for July.

Treasurers Report: Karl was unable to attend due to an out of State Vacation he’s on. He provided copies of his July Report (attached¹) to us via email with these notes:

- Preliminary calculations show Summer Solstice netting \$2,029.21, up from \$1,340.52 last year.
 - \$200 in donations from band members; \$29 in PayPal food sales minus \$0.79 in fees
- Snowmaking made money this month, up \$6,000
- We had some stock donated for \$7,310
- Sold bench for \$2,000
- Added a column for the Knowels Grant
- Colorama has \$1,750 in sponsorships
- Fright Hike pre-sold tickets for \$83 in May and \$61 in June; sponsorship for \$250

Karl said \$2,500 was deposit on 6/15; he was unsure where it came from. We confirmed tonight (and via email) that this was the initial payment from the Knowles-Nelson Stewardship Grant for Prairie Burns (DNR Grant #FR3-19-09).

Anne R sent Karl (and the Board) some questions that she had regarding the report; she will pursue those with him and the Finance Committee once he returns from vacation. Board members also had a few questions/comments:

- Summer Solstice needs some adjustments, Louise will follow-up with Karl regarding Mugs sold at the event – that is income for the General Fund (\$280). Rita will update the profit/expense statement for the Event to show \$1,244.21 (and then the \$280 for General is from the sale of Mugs, to be kept separate from the food and attendance fees). Karl will need to look into his numbers as well.
- We’d like a separate column to track the 2018 Trail Enhancement Grant (anticipated to come in at \$12,000). A separate column like was added for the Knowles-Grant will help us better track and understand this Grant.

- Rick mentioned the amount of cash that we have on hand at this point, and even with future commitments and obligations it's a good solid amount. We agreed that additional investments on top of what we already doing have would not be in the best interest of the organization right now given uncertainty in the economy.

Income was provided to Louise to deposit since Karl is out of town (Kris and Dan provided income to her for Karl).

OLD BUSINESS

Workday: The next workday is Nov 16, 2019; Rita will add this to the upcoming Newsletter that she is working on.

Snowmaking: John M provided the attached SnowMaking Report², which is also provided below:

Snowmaking Expenses Approved: Competitor Awards & Engraving (Plaques) - \$107.81. (Expenses associated with trail restoration are being tallied under the 2018 DNR Enhancement Grant).

Snowmaking Phases 3B & 3C Expansions: Restoration of the trails and adjacent areas disturbed by the Phase 3B & 3C work is proceeding with a substantial portion completed. We held two work sessions per week through mid-July to place woodchips, seed & straw, and to break up brush piles. Woodchip placement, with the assistance of the Peak Nordic Ski Team, is essentially complete for this year. Seeding and straw are still planned for the area near the top of Summerstage Hill and for the lower portion of Magic Carpet Ride, when weather conditions are again suitable. A special project is planned for the wet area at the intersection of Tail End and Magic Carpet. An aggregate layer will be placed over a geotextile fabric to hopefully provide a permanent solution to the wet conditions.

Project Fundraising & Community Engagement: a measure that was included in the proposed State biennial budget to provide funding for snowmaking operation & maintenance was removed (because of other additional funding being provided to DNR by the State). Charlie Ritter is staying in touch with Cindi Duchow's office to see what we need to do to get some of this funding. Will Edwards is developing a "tactical" plan for improving fundraising operations and recruiting volunteers for snowmaking activities.

Snowcat: Discussions continue on the acquisition of a used or possibly new snowcat.

Snowcat Storage Facility: A building to store the snowcat is under design (pro-bono) by architect Bruce Wydeven. A preliminary size of 42-feet by 42-feet has been selected, with overhead doors for the snowcat and the gator. A location has also been selected – generally adjacent to the east leg of the "warm-up loop" with access to the main park road. Clearing of brush and smaller trees will be required. John McCarthy to take steps necessary to get a survey of the site and develop a site plan. Plans will be reviewed at the committee's August 13th meeting. A cost estimate is still being developed.

Land Use Agreement: A Development, Operations, and Maintenance Plan for Snowmaking at LP (the Plan) has been prepared to comply with one of the requirements of the LUA. The Plan will address the specific items called for in the LUA. The Plan is available for review by the Board, and it was provided to the DNR (Anne K) tonight at the meeting; an electronic version will be sent to her as well. John McCarthy led this effort.

Planning for 2019-20 Snowmaking Season –Planning by Anne Riendl and Rich M for scheduling and training snowmaking volunteers for the upcoming season is proceeding.

Habitat Restoration: John H provided summary reports (attached^{3&4}) to complete the work of two Grants:

- 1) 2018 Natural Resources Foundation of Wisconsin, CD Besadny Conservation \$1,000 Grant, and
- 2) 2018 Kettle Moraine Garden Club Grant, \$1,000

Grants: In addition to those mentioned above:

- John H and Louise are pursuing another Garden Club Grant (for both Habitat work and also for help in the Butterfly Garden). John H is also looking into the 2019 Natural Resources Foundation of Wisconsin Grant to see if this might be possible again for other Restoration work in 2019.
- To complete some of the work that started last year on the Evergreen Shelter, John H painted the two exterior steel doors during July. Leftover primer & paint were labeled & placed in the Rangers' Paint Cabinet at the Shop.
- John M heard back that his report on the RTP Grant was accepted and that the State should be processing the final payment to us soon, about \$8,900, for this work.
- Anne K reported that she received approval for the work that will soon put up the new sign/kiosk (at Evergreen).
- Regarding the 2018 Enhancement Trails Grant (\$12,000) of which the State will fund \$6,000, plans and work and scheduling continue to move forward. Anne K clarified questions we had regarding the State's process for obtaining quotes for Rented Equipment & Services – as long as we the Friends do the Contracting with the Service Provider or Rental Agency, and we pay for those, then we do not need to use the State's bidding Process. We can later submit those bills/expenses as part of the Grant's work expenses.

Memorial Benches: One additional bench was purchased this past period.

Butterfly Garden: Weeds are becoming an issue; Liz asked for help; we will work with her on that.

Summer Solstice: See the Treasurer's Report, above.

Colorama: Kris reported:

- T-Shirt colors and the design for this year's shirt, and designs for the Award Medals were provided to us;
- This is Smokey's 75th Anniversary; details for the Kids' Smokey Fun Run during Colorama are being worked on;
- Specific volunteer positions are being nailed down; and,
- Kris is working with Dan on Insurance (it will be a component inside our new policy for 2019-2020)

Fright Hike: The Delafield July 4th Parade was a success (and not as hot as last year!). Trail options and decorations are being worked on. Volunteers and skits continue to be lined up; a number of tickets have been sold already!

Tax Reporting: Randy reported that the filing of our fiscal year reports is complete now. Our Form 990-EZ (Return of Organization Exempt from Income Tax) was timely filed on July 24, prior to the extended due date of August 15, and the Wisconsin Form #1952 (Supplement to Financial Report) was timely filed on August 7.

New Glass Mobile: The new glass mobile and signage are in the front office now!

Gold Seal Awards: Nominations are due Aug 30th; categories to consider for LP include best handicapped accessible trail, and best State Park/Trail for Winter recreation. Voting is at this [website](#).

New Business

Candlelight Hike: January 25, 2020 was the best date for our Hike; we'll need Homestead shelters reserved.

Nature Center: Louise has staffing lined up for the Nature Center to be open the last 2 Sundays in Sept. and all 4 Sundays in Oct. She reported that a number of the taxidermied animals & birds were not able to be salvaged after moths got into them. Anne K will look at the DNRs supply and options for us. We'd like owls/raptors etc. interest.

Insurance: Dan reported that the new 2019-2020 liability policy (West Bend) will cost as follows:

General Liability	\$ 467	}	Colorama
Special Events	\$ 511		Fright Hike
			Ski Series & Loppet
			Summer Solstice
	<u>\$ 978</u>		
Directors & Officers	\$ 450		
TOTAL	<u>\$1,428</u>		

Extra coverage/a rider would also be needed to serve alcohol at Summer Solstice; an extra rider would also be needed to cover large equipment (i.e., bulldozer) when that work happens as part of the trail work and efforts.

Given various incidents in the news and to help re-assure donors, we discussed an option to obtain additional Employee Dishonesty Coverage (i.e., embezzlement); such coverage would need to cover volunteers. It's possible that our Directors & Officer's insurance covers this, but if not, \$25,000 of coverage would cost us \$100/year. It was moved by Rick, seconded by Dan, that if our D&O insurance does not cover this, then we should purchase the additional coverage, to be paid be \$50 from General and \$50 from Snowmaking. The motion passed.

Bike Swap: John H reported that in August, we will get renewal bills for the Bike-Swap website and domain-names; we need to decide if these are needed anymore. It was agreed tonight that we will shut this website down and not renew the domain-names or hosting. We will archive the content so that parts of that material could be used again in the future if that is needed. We will not pursue adding an option to the other sites (the Friends site or Snow-making) to sell online at this time. We agreed to find other options to sell the remaining good bikes that we have.

Newsletter: Rita asked for input for the up-coming newsletter(s).

Meeting Adjourned at 8:45pm; Our next meeting is September 4 (Wednesday) at 6pm, Hausman Nature Center.

Respectfully submitted Sept 4, 2019
-John Hillmer, Secretary

Attachments (PDFs are attached for Board Members, but are not available in the online version) –

1) Treasurer's (July)



2019 July Treasurers Report.xls.pdf

2) SnowMaking Report (August)



2019 Aug Snowmaking Rpt.pdf

3) NRF CD Besadny Conservation Report



Friends of Lapham Peak Unit - NRF Project

4) Garden Club Grant Report (emailed to Louise for the Garden Club)



Garden Club Report.pdf