

## Manchester Parks Board of Directors Meeting Minutes

11 September 2017

**Location:** Charlottes Quest Nature Center - 3400 Wilhelm Lane, Manchester, MD

**Call to order:** 7:00 PM by Chairman Ellen Rugemer

**Attendance:** Ellen Rugemer, Sue Wazniak, Donna Davis, Vince DePalmer, Holly Fowler, Ellen Frey, Bill Skinner, Marcia Bogash, Robin Fishpaw, Tom Smith, Debbie Howe, Pattycake, and guests Erik Shields and Alex Cicconna .

**Minutes:** Ellen Frey made a motion to approve the minutes from the August Board meeting. The motion was seconded by Suzie Wazniak and passed.

**Treasurers report:** Suzie Wazniak provided a banking summary from 7/1/2017 through 9/11/2017 (attached). Income: \$6,548. Expenses: \$1,769. Total current checking account balance: \$14,387.00, which includes the \$5,500. BG&E Grant.

**Naturalist report:** Holly Fowler provided a prepared outline/update of activities (attached). The \$5,500. BG&E Green Grant has been received. A work project meeting is scheduled for Sept. 18 to prepare work plans for two volunteer days to accomplish some of the goals under the grant.

**Facilities:** The Board discussed using remaining funds that might be available from the waterline project to install a wall HVAC unit in the nature center. Debbie Howe will check on available funds with the Town.

It was decided to defer purchasing a water cooler until spring. Suzie Wazniak mentioned that she might have one available to donate.

Tom Smith reported that the trails are in good shape. He will contact the Town maintenance department about cutting and removing the dying ash trees along the entrance road and parking lot.

**Programs: BocceBall** - A big THANK YOU was extended to Vince DePalmer for sponsoring another BocceBall game to benefit Charlottes Quest. The games raised \$700. for the center. Vince will have one more "End of Summer" tournament on September 30 for anyone to participate.

**Photo Contest:** Marcia Bogash reported that she has received a good number of photo submissions. A panel of judges will select the finalists. Board members will vote for the winning photo from the finalist picks. Bill Skinner volunteered to mat the photos again this year. The photos will be displayed at the Town Office and during the Nature Center open house event.



**Give a Gift to Nature:** Marcia Bogash reported that the program has received \$3,000 in donations since its inception. She has a record of all of the donors for the next memorial planting in 2019 and will turn these over to the Board.

**Spring Programs:** The Board continued a general discussion about the Egg Hunt and SpringFest with emphasis on whether or not to continue offering the egg hunt and new ideas for SpringFest. No decisions/changes made at this time.

**Boscovs Fund-Raiser Coupon Event:** Suzies Wazniak and Ellen Rugemer will staff a table to sell discount coupons at this event in October to benefit the Nature Center.

**PR:** Marcia Bogash is revamping the Nature Center brochure. She will be helping with programs at the library in October and November.

**New Business:** Ellen Frey will include information about the new member donation system in the next quarterly newsletter. In order to streamline the process, donors/members will not receive a separate receipt. The acknowledgement letter each donor/member receives will serve as the receipt for tax deduction purposes. A discussion on reducing/simplifying the membership levels was tabled for the next meeting.

Debbie Howe reported that a reception in honor of Barb Trump, Marcia Bogash and Ellen Rugemer will be held at the Town Hall at 7PM on October 10th (before the regular Town Council meeting at 7:30) to thank them for their many years of volunteer service to the Manchester Parks Foundation and Charlottes Quest Nature Center.

Chairman Ellen Rugemer announced that she will be stepping down as Chairman and stepping off of the Board at the end of this year.

With no other business, Ellen Frey made a motion to adjourn the meeting at 8:35 PM. Motion seconded by Suzie Wazniak and passed.

Next meeting: Monday October 9, 2017

*Submitted by: D L Davis*