

Squannacook Greenways, Inc.

Board of Directors Meeting Minutes

October 26, 2011 at 7 p.m.

Nashua River Watershed Association

Attending:

Peter Carson, Mark Cram, Peter Cunningham, Bruce Easom, Al Futterman, Alfred Gadway, Bob Hargraves, Ray Jackson, Steve Meehan, Bill Rideout, Rollin Willis, Joan Wotkowicz

Bylaws

Bill Rideout reviewed the application form for 501c3 on the IRS web site and learned that Conflict of Interest and Compensation Approval policies are needed to complete some of the questions. He distributed a draft policy for consideration as an addition to our bylaws. Attendees observed that the policies are thorough, but the added sections will be longer than the original bylaws and may commit us to unnecessary yearly activities. We agreed that Pete Carson and Bill will review the policies to identify parts that can be eliminated, then ask Attorney Gene Rauhala to review.

Incorporation Status

Bruce Easom noted that our Articles of Incorporation are available on the Commonwealth of Massachusetts web site, which means we are officially incorporated. He also recognized Bill Rideout's work in maintaining our web site, which is up-to-date and provides a good history of the organization.

Board of Director Terms

Our bylaws require staggered terms of 1, 2, or 3 years, so we randomly assigned the following terms for the Board of Directors:

| <u>3 year term</u> | <u>2 year term</u> | <u>1 year term</u> |
|--------------------|--------------------|--------------------|
| Bruce Easom | Bill Rideout | Peter Cunningham |
| Steve Meehan | Rollin Willis | Joan Wotkowicz |
| Peter Carson | Alfred Gadway | Mark Cram |
| Ray Jackson | | Bob Hargraves |

Financial Report

Bill Rideout presented a summary of cash flow for Sept 15-Oct 26, 2011 showing a net asset of \$3,425.32. He clarified that funds were raised in 2006 while NRWA was our fiscal agent. He recently received a check from NRWA and deposited the funds in Workers Credit Union.

Bill expects the next big expense to be \$850 for filing our 501c3 application. Once we are a non-profit, he can purchase Quickbooks inexpensively, but in the meantime, he'll use a ledger.

Meeting with Legislative Representatives

Peter Cunningham reported on a good meeting on 9/16/2011 with Senator Flanagan, Senator Donoghue, and Representative Harrington. All three signed a letter to DCR Commissioner Lambert and Peter expects a letter of response from the Commissioner this week.

A motion to appoint Peter Cunningham as primary contact person for DCR passed unanimously.

DCR Negotiations/Credentials/Letters of Support

Bill Rideout presented an idea from Attorney Steve Winslow that could help to demonstrate our fund-raising ability. We could solicit donations for “temporarily-restricted funds,” which would protect donors. If we do not develop a partnership with DCR, we would return the money to the donor.

Bill stated that Wachusett Greenways has an annual budget of ~\$150K/year. Establishing a budget based on their figures would help build our credibility with potential donors.

DCR Grant Status

Joan Wotkowicz reported that our grant application was submitted. We now have nine months to wait while applications are evaluated.

Wachusett Greenways/Townsend Conservation Commission

Bill spoke with Colleen Abrams from Wachusett Greenways, who agreed to arrange a meeting to share their experience in budgeting, environmental permitting, etc.

Joan spoke with Leslie Gabriliska, agent for the Townsend Conservation Commission, who provided a copy of Notice of Intent and other resources for environmental permitting. Leslie voiced support and offered to attend a meeting with Wachusett Greenways.

Massachusetts Trails Conference (Nov 12, 2011)

Several members signed up for the upcoming conference, which was limited to 100 people and now has a waiting list. Joan offered to make business cards and send around a list of MARTAB members and conference presenters we can try to contact.

Moving Together Conference

Alfred Gadway and Bill Rideout attended the Moving Together Conference on Oct. 12, 2011, which Alfred described as being largely focused on alternative transportation in urban areas, with more emphasis on biking on roads than on rail trails.

Townsend SRRT Funding Committee

The five-member, town-appointed Squannacook River Rail Trail Funding Study Committee asked Townsend Town Administrator Andy Sheehan to officially dissolve the committee. The matter is on the agenda for November 8.

Next Meeting

Squannacook Greenways will hold our next rail trail meeting on Tuesday, November 15 at 7:00 p.m. at the Nashua River Watershed Association.

Respectfully submitted,

Joan Wotkowicz
Clerk
Squannacook Greenways, Inc.