

MINUTES, BREWSTER PONDS COALITION, August 2, 2018

Board members present: Gwen Pelletier, Judy Pirani, Konrad Schultz, Tom Vautin, Dawn Walnut.

Documents referenced in these minutes are available upon request.

MINUTES of July 5, 2018, meeting unanimously approved.

TREASURER'S REPORT:

Financial Statements not available yet; due to end of month and holiday. Will have next month or Tom will send when received.

Expenses approved: Unanimously approved expenses confirmed by email votes.

- ❖ Gwen: Check written from BPC account for \$24.28 to purchase Stapler and staples for assembling documents; Reimbursement of \$6.70 for postage for fundraising to Eddy Foundation.
- ❖ Tom: Check written to Staples from BPC account for printing materials for Outreach for Brewster Conservation Day and future events \$54.53; Reimburse expenses for purchases of BPC equipment for outdoor events: tent, \$129.00 + change; table, \$40.00 +change. Tom to submit receipts.

CURRENT PRIORITIES

- **Recap of Brewster Conservation Day and Farmers Market**
 - ❖ Shift schedules worked well
 - ❖ Good response at both
 - ❖ Judy has created an "Events Check- List" in Events Folder
 - ❖ Judy sent thank you note to organizers of Farmers Market.

- **Recruiting Board Members and Volunteer leaders**
 - ❖ Three confirmed nominations: Marty Burke, Wayne Jenkins, Nancy Ortiz. Thanks to Nominating Committee for their success!
 - ❖ Reviewed spreadsheet of recommendations to contact
 - ❖ Report of meetings/contacts so far
 - ❖ Agreed on continued follow-up meetings

- **Annual Meeting**

- ❖ Agenda: Agreed on order. Social & breakfast; Business meeting (minutes, financial report, by-law amendment, election of directors, highlights of last year), Speaker
- ❖ Agreed on nominations recommended by Nominating Committee: Wayne Jenkins and Nancy Ortiz for 3 year terms, Marty Burke for open 2 year term, Gwen Pelletier and Sue Searles renominated for 3 year terms.
- ❖ Tom connecting with Rich Delaney, speaker. Concern because he is also speaker for BCT three days before our meeting. Want to be sure Delaney's focus is different for each meeting.
- ❖ 37 RSVPs to date
- ❖ More notices to be sent by Judy Friday and again mid week, with reminder of Thursday deadline. Email not being sent to members who have already responded
- ❖ SPLASH award to Jim Holland to be presented by Judy Pirani. Certificate and Gift Certificate. Gwen to research amount of Gift Certificate last year.

- **Board Organization and Proposed Working Group Structure**

- ❖ Tom presented an outline of structure to be developed based on Strategic Plan.
- ❖ Board discussed proposal, and thanked Tom for his thoughtful proposal.
- ❖ Working groups to be established:
 - Finance
 - Membership
 - Development and Fundraising
 - Education and Programs
 - Communications
 - Projects and Partnerships
 - Nominating
 - Environmental and Science Advisory Team
- ❖ Each Working Group would have leadership from Board member with Co-chairs.
- ❖ Discussion centered on “Environmental and Science Advisory Team” and began to brainstorm possible members. Purpose is to use as advisors, who will contribute on a targeted basis.
- ❖ Board accepted the proposed Working Group Structure by consensus.

- Other Business
 - ❖ Potential staff Position
 - Agree on need: How to pay for?
 - Need to develop position description
 - Part time or full time?
 - Funding strategy? -- grants, donations from members, businesses
 - Gwen reported on contact with Sally Neese re Eddy Foundation and possibility of BPC being able to be invited to submit proposal.
 - ❖ Volunteer Recognition Event: Unanimous decision not to attempt at this time. Need to focus on moving forward with action based on Strategic Plan
 - ❖ Elbow Pond: John Keith is working with neighborhood to organize action for addressing issues of pond impairment
 - Possible use of Town's weed harvester
 - Seeking proposal from Horsley-Witten for presentation to Cons Com
 - Fundraising in neighborhood
 - Roles for BPC ?
 - Agreement for restricted account
 - Possible contribution?
 - Education
 - Development of protocols
 - Documentation for pre and post
 - ❖ Robinwood Homeowners Association
 - Tom met with some members
 - Issue of stormwater runoff into pond from parking area
 - Wish to create access down steep bank
 - Do we know of other pond accesses similar that they might view?
 - Gwen suggested Greenland Pond/Beechwood Neighborhood access to Long Pond: Steep bank with steps and dock at edge of water for entrance/access to pond. She volunteered to ask Nancy and Doug Smith if they would agree to show to Robinwood folks.
 - ❖ Pond Booklet Reprint
 - Judy Pirani and committee members Sue Searles and Rob Boas are editing for reprint. Plan to include new section--"How to join BPC.
 - Discussion by Board
 - Complete for distribution next season
 - Chamber of Commerce uses large numbers
 - How many to print? Depends on cost
 - Whether to begin charging: locations?
 - Seek a business sponsor?

- ❖ Citizen Scientists-Cyanobacteria program: Gwen gave a brief summary.
 - BPC members are taking samples at Pine (Pat and Bill Wood), Blueberry (Jan McGann & Eric Schwam), Greenland (Doug Smith and Gwen Pelletier), and Sheep (Marty Burke) ponds. Karen is testing those samples
 - BPC member Chuck Madansky is sampling both Big Cliff and Rafe in Nickerson State Park, working with Eric Levy, park staff member. Chuck is also testing those samples
 - Nancy Ortiz is assisting APCC with Lower Mill Pond
 - Karen is concerned about what she is seeing at Cliff Pond. Plans are being discussed to arrange for Nancy Leland to test frozen samples for a higher level of testing.

Next Board Meeting: September 6

Submitted by,
Gwen Pelletier, Secretary