Brewster Ponds Coalition **5DEC2024; 6:00 - 8:00 PM**
Board of Directors Meeting **Video Conference**

Present: Susan Bridges; Tim Chase; Rob Condon; Ron Essig; Karyn Frey; Marcia Kielb; Kevin Kearns; John Keith; Jane Savio

Absent: Linda Darbyshire

Meeting called to order: 6:05 PM

Standing Topics:

1. **Reviewed and approved minutes of the 7 November 2024 Board Meeting**: Motion made and seconded to accept the minutes as written; 7 ayes, 1 abstention.
2. **Confirm and document email votes between Board meetings**: none
3. **Incoming mail**: none
4. **Treasurer's Report**:
   a. Financial statements: Rob presented the financial files, noting that the BPC has $248,989.78 in assets. For the month of November, there were $16319.19 in expenses, and $8980.10 in donations.
   b. Approval of expenses: Motion made and seconded to accept the treasurer's report; unanimous vote in favor of its acceptance.
5. **Miscellaneous administrative matters:**
   a. There was a suggestion to move some of Jane's administrative costs to communications and membership. For example, move expenses incurred from Ripples production into communication (hours can be determined from Jane's invoices).
   b. Received a request from the government about family leave; not applicable – Rob to address
   c. Board agreed to move the next meeting to 9 January
   d. Rob left the meeting @6:28 PM

New Business:

1. **Resignation:** Linda Darbyshire has tendered her resignation; she was thanked for her service and she will be missed.
2. **2025 Budget:** Rob still needs budgets within the next week and requested that the team use the spreadsheet he distributed with a column added for 2025.
3. **Tracy Lane:** A sand-bag swale (covered with sand) was built at Tracy Lane to redirect runoff that was going over the road curb back into the paved area, where it can be caught by the catch basins and directed into the infiltration area. Plantings will be added to the rain garden in the spring. John has inspected it and deems it acceptable. Motion made and seconded to gift the group the $100 gift card we have from Crocker Nurseries; unanimous vote in favor of this gift. The gift card will be mailed to Bruce Semple.
4. **Old Ladies Against Underwater Garbage (OLAUG):** The group would like to present to us. Suggestion was made to hold the presentation at the library; the BPC and the library will then promote this presentation together.
5. **Membership letters:** Tim and Jane working with NEON on membership letters. Following discussion, it was decided that new members and anyone who donates ≥$250 will get a paper letter thanking them for their donation.

Current Priorities

1. **Strategic Planning Meeting - followup**
   a. Action Plans
   a. Committee Budgets – reminder to members to update their committee budgets
   a. Strategic Plan update

2. **Long Pond property affordable housing project:** Susan and John to meet with BCT on 18DEC2024
3. **Winter Newsletter:** Articles are in progress; Jane will let Pam and Karyn know when articles are ready for editing.

Committee Reports:

1. **Citizen Science:** Budget ($12,000) far exceeded spending this year (~$2,500) APCC will let us know what next year looks like with regard to expenses.
2. **Phosphorus Travel Study Update:**
   - Surveys completed
   - Water sampling ongoing
   - Groundwater flow map still under development
   - Additional wells to be installed at Rob's house and Nancy's house
   - Full sampling will resume after installation of those wells (expecting $17,000 in costs for additional sampling)
3. **Pond Outreach Update:**
   - Likelihood of future projects: Beechwood? Sheep pond?
   - Kevin to reach out to Chris Pantos
4. **Membership**: Donations are down compared with last year at this time
5. **Canoe Pond**: Discussion concerning whether/where the compressor could be relocated
6. **Pond Pledge Program**: Need to re-visit what we're doing and possibly make the pledge more generic..

Executive Session: None

Wrap-up:

- Recap decisions, action items, and follow-up assignments
- Next Board Meeting – moved to 9 January 2025 - Google Meet
- February Board Meeting – 6 February 2025

Meeting adjourned: 7:42 PM

Submitted by: Karyn Frey, Secretary