

MINUTES, BREWSTER PONDS COALITION, MAY 2, 2019

Board members present: Wayne Jenkins, Nancy Ortiz, Gwen Pelletier, Judy Pirani, Tom Vautin, Dawn Walnut. By telephone Marty Burke, Konrad Schultz.

Guests: Members Susan Bridges and Sherri Townsend

All documents referenced are available upon request.

STANDING TOPICS

- ❖ Minutes of April meeting were approved unanimously
- ❖ Confirmation of email vote to approve two expenses: \$150 to Brewster Chamber of Commerce for annual membership; \$1293 to Chubb for annual Board Directors and Officers Insurance
- ❖ Treasurer's report
 - Financial Reports were unanimously approved as presented
 - Board approved payment of \$100 to Laurino's as BPC's contribution for expenses for lunch expenses for Beautify Brewster Clean-up Day.
- ❖ Misc. administrative matters
 - Confirmed Annual Meeting Date: August 10 at Freeman's Cafe. Captain's Course.
 - Gwen informed Board that she had established Non-profit tax exempt status with HOME DEPOT and OCEAN STATE JOB LOT. For Home Depot, purchaser will need to show copy of our HD approval. Copy in Google docs.. For Ocean State Job Lot, they do not keep paperwork on file so request will need to be made with each purpose, with a copy of the MA FORM ST-2 CERTIFICATE OF EXEMPTION, also in Google docs.
 - Marty asked for clarification of how/to whom emails arriving in BPC's general mailbox get forwarded. Konrad explained that he monitors the general BPC account and forwards to the appropriate board member based on the question or comment.
 - Annual Meeting is scheduled for August 10.

CURRENT PRIORITIES

- ❖ Recap Beauty Brewster Event: Sue and Marty: Report submitted.
 - Other comments
 - A successful BPC event involving 30 volunteers
 - Feel good event
 - Susan Baur, known as the “turtle lady” has recently become a member and has indicated willingness to do presentations for BPC. Marty has been corresponding with Susan.
 - Sue has sent email thank you to participants
 - Particularly thanked Dawn for assisting with registration and Shirley Vautin for taking pictures
- ❖ Brewster in Bloom: Tom Vautin
 - Captain Freeman’s House invited BPC to host an information table during their open house on Sunday, May 5
 - Will be “show and tell” from 2 to 4 PM
 - Display is the same one used at CC Five with handouts
 - Nancy and Sue will join Tom
 - Judy will send an email invitation to our members
- ❖ Citizen Science: Marty and Gwen. Report submitted
 - Other comments
 - To date BPC has purchased 3 pumps for Aerosol testing device
 - Gwen showed pictures of the equipment to be used
 - Aerosol training is scheduled for May 17 with Nancy Leland and UNH
 - Sue requested that we take pictures
- ❖ Pond Education Field Trips: Sue
 - Jan McGann is leading and organizing the field trips this year.
 - Volunteer training is scheduled for May 9 at the library
 - First field trip will be in May with the Partnership School.
 - Sue reported that Steve and Lynn Max, her neighbors have donated a net for use with the Pond Program.
- ❖ Fundraising update: Konrad
 - Committee has met 2 times in past month
 - Developing list of potential sponsors
 - Goal of initial meeting is to educate/begin to build long term relationship
 - Two meetings to date: Leighton Realty & Crocker Nursery. Susan indicated that the business owners did not know as much about BPC as she expected. Leighton Realty interested in being a sponsor
 - Discussion of PONDS BOOKLET and how to include sponsors

- Recommendation that we not attempt to publish revised version as previously discussed prior to July 4.
- Do not have capacity to produce the quality that we would like. Agreement by Board to wait.
- Conversation about whether we need to print limited run of current version for this summer
 - Agreement to research prices for small run, perhaps 500. Judy, Konrad, and Jim Holland to do so and make recommendation.
 - Gwen believes there is not a stock in the “garage storage”; however will look to confirm
 - Dawn suggested a campaign similar to one she (and Judy remembered it, too) had heard several years ago. For instance, on the radio, BPC could create pond tips and a sponsor would choose one and attach their name to it. (For example: Leighton Realty and Brewster Ponds Coalition remind you to have your septic system pumped every three years to help keep our ponds pristine.) Sponsor provides a public service message for BPC, looking philanthropic, rather than self serving. Similar approach could be used in messages in POND BOOKLET.

➤ Cocktail Party to be hosted by Catherine Diao

- Her home on Sheep Pond, near Fisherman’s Landing
- First Saturday in August
- 25 to 30 people to be invited
- Her neighbors
- Significant donors
- George Heufelder to speak

❖ Pond and Neighborhood Summit: June 29, at Brewster Baptist Church: Wayne.

- Written report/email submitted.
- In addition to outline provided by Wayne, discussion included:
 - Table top displays:
 - BPC, perhaps other, County septic, APCC, ??
 - Logistics: Nancy--Food;
 - Judy: Email to neighborhood groups: requests for RSVP
 - Judy: General announcement of meeting
 - Save the Date to go out late May
 - Mid June: request for RSVP

- ❖ CRM evaluation and decision: Marty. Report of actions presented
 - In addition, the selection of company announced and following other information provided
 - Evaluation team of Marty, Konrad, and Tom
 - Narrowed to 2 and selected NEON
 - Costs: \$540 per year for 3 years; Year one additional \$900 for set and transition
 - Cloud based system
 - 90% of employees of NEON have experience with non profit organizations
 - Integrates with MAILCHIMP, Quickbooks, Pay Pal
 - Allows 1,000 accounts with no change in cost
 - Board voted unanimously to authorize Tom and Marty to proceed and contract with NEON. Tom and Marty will implement the transition
- ❖ Other Working Groups
 - Membership: Written report submitted by Marty
 - Communications: Judy
 - Announced that member Judy Stevens has offered to contribute photos to the Brewster Ponds Coalition Instagram site.
 - Informed Board that because of other commitments she may not be able to participate in as many events
 - Projects and Partnerships
 - Elbow Pond Restoration: Tom reported the following:
 - The Conservation Commission is supportive of the proposed weed harvesting.
 - After completion of the analysis by a Botanist re rare species in the pond, the Cons Com appears ready to approve
 - Appears that an agreement for use of the Town's weed harvester is moving forward
 - The neighborhood association has re energized its fundraising efforts to pay for the botanist and expenses for the harvesting.
 - Brewster DNR: Tom
 - Reported that BPC volunteers helped with PALS testing. Ryan Burch in charge of project for DNR was thrilled to have BPC assistance.
 - New opportunity for BPC volunteers: Assist with monitoring trails in areas of ponds. Trimming brush, etc.
 - DNR suggests finding other ways for our volunteers/members to become involved.

Board moved into “Executive Session” to discuss possible nominations for new Board members.

- Several new names added to lists
- Board members agreed to reach out to a member about getting together to talk about our activities and assess their interest in perhaps becoming more involved.

Next Board Meeting: June 6, 2019

Reschedule July Board Meeting to July 11 due to July 4 holiday.

Submitted by
Gwen Pelletier, Secretary