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; Reimbursement of 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