

MINUTES, BREWSTER PONDS COALITION, September 3, 2020

Board members present. Virtual meeting by Google Meet: Susan Bridges, Marty Burke, Rob Condon, Cameron Ferguson, Wayne Jenkins, Mary Mauterstock, Nancy Ortiz, Gwen Pelletier, Sue Searles, Konrad Schultz. Also present: Amy Darbyshire, Communications Committee

All documents referenced are available on request.

Standing Topics

- ❖ Minutes for August 6th Board Meeting unanimously approved after minor corrections. Decided that all future corrections to minutes should be made prior to board meeting to reduce length of meeting.
- ❖ No Email votes to confirm and document.
- ❖ Incoming mail. Per Rob thank you letter from BCT for BPC's \$2K donation for Slough Road land purchase received.
- ❖ Treasurer's Report

Financial Statements - Highlights - balance as of 8/20 is \$71,108. \$2,288 received in donations. Expenses low due to COVID.

Noted that income is always low prior to Fall fundraising kickoff. BPC will have a huge bump in income soon with fundraising. Rob will adjust the budget to reflect greater income received later in the calendar year. Rob is now uploading photos of checks for bank deposit as opposed to making actual trips to the bank. Glivinski & Assoc. Bookkeeping Service agrees this greatly facilitates their services.

Approval of Expenses and reimbursements - Various expenses approved: SUPfari \$500, Susan B (\$144 - gifts for Judy).

Reimbursement Policy Proposal - Decided there was no need to approve items that had a written contract such as SUPfari Ecopaddle,

Lim-tec agreements, etc. Costs of gifts should be included in annual meeting expenses. (i.e. Judy Pirani parting gift) Per Marty each committee should come up with budget projections and get board approval if over budget. Rob agrees as he spent \$42 on miscellaneous materials which had to be approved. Process creates too much bureaucracy and board members are honest. Rob to write up a summary of the reimbursement policy proposal. Per Marty, board permission should be obtained for large amounts but small amounts should not need approval. Cutoff needs to be determined.

❖ **Miscellaneous Administrative Matters**

Annual Meeting - Agreed that virtual annual meeting was a success. All board members attended. Can be repeated next year if necessary. Per Marty \$90 payment to Tim Carlin to “clean up” Sophia Fox video was well spent and intends to use Tim again if needed.

Compact of Cape Cod - There are two levels of membership. \$300 per year for association membership or \$1,500 per year for voting membership and ability to use grant writing services. We have been a \$1,500 member for the past two years and have never used services. Perhaps we can use the accumulated grant writing hours in the future. Rob asked if the BPC board has a grant writer. Cameron suggested creating a strategic plan for fundraising first then make a decision if The Compact of Cape Cod is a worthwhile expense. BPC needs to know what it intends to do with grant money prior to soliciting funds. Konrad and Susan B. to meet with Mark @ Compact of Cape Cod to discuss.

BCT - conversation with Hal Minis - Per Konrad was a productive meeting. Hal is not trying to solicit an Email list but just requesting a “soft” line at end giving BPC members a chance to contribute. BCT already asks abutters to property to be purchased to contribute. \$2K (contributed by BPC) is a small amount compared to what neighbors contribute. Board agrees that “soft” sell is OK considering BCT is a

partner. Konrad to Email details to board. FYI, “soft” sell was used for Long Pond land purchase.

Current Priorities

❖ Board Recruitment and succession planning.

Election of new officers - unanimous approval of President, Vice President, Treasurer, and Clerk for one year terms.

Committee and Action Teams 2020-2021 -

Communications - Konrad is temporarily chairing with Amy as a very valuable assistant. Konrad will advertise for a Communications volunteer to take over Communications responsibilities.

Citizen Science - Marty and Cameron

Pond Association Outreach - Bruce with Rob as “underling”

Pond Education - Susan S and Nancy with Jan McGann assisting.

Membership - Marty and Mary

Event Planning - Wayne and Susan S

Volunteer Coordinator - Cameron

Development & Fundraising - still need a leader

Nominating Committee - Susan B., Konrad, and Marty. Susan B will send an Email for Nominating Committee proposal.

Brewster Natural Resources Advisory Committee - Wayne and Nancy volunteered to participate in meetings as needed.

Proposed changes to bylaws - (term limits and Nominating Committee) - Konrad, Marty, and Susan B. A vote at the annual meeting is needed for any change to the bylaws.

❖ Upcoming Events/Event Recap

Native Plant and Alternative Lawn Workshops - Crocker

Nurseries - 9/9 - is full per Susan B. - 60 confirmed and a waitlist

Eco Paddle - SUPfari - daytime 8/22 completed and successful.

Eco Paddle - SUPfari - evening lit 9/19 - still has room.

BPC Board Planning Meeting - 9/19 will be virtual

❖ Committee Reports

Communications - Konrad/Amy - See report in Board Meeting file - Cameron stated that Marketing and Public Relations should not be part of Communications as written in the description. Per Gwen, those tasks are ‘buried’ between Membership and Communications. Per Susan the entire board is responsible to “sell” BPC. A discussion ensued regarding how BPC uses media to do marketing and how media has changed over time. How does BPC use current media to reach its audience and what audience does BPC want to reach? Per Cameron, marketing needs to be addressed.

Citizen Scientist - Marty/Gwen - See report in Board Meeting file - Per Marty, APPC receives grant money from many sources including the Eddy Sisters Foundation. This funding eliminates the need for BPC to cover the costs of pond testing that could be as much as \$10K. Grant money for pond testing and education is something BPC should pursue. Per Susan B strategic plan could be reviewed to see if priorities need to be changed. Per Mary, there is no point in going after grants if there is no consensus regarding where funds would be used.

Fundraising/Development - Konrad/Susan - No one has expressed interest in fundraising and development except Konrad who is inundated with Communications. Konrad is sending a blast to get volunteers for Communications as Konrad has expressed an interest in the Fundraising/Development committee.

Both Ryan Burch and Crocker Nurseries have expressed interest in continuing programs next year. Tom Vautin did write-up on the Pond Guide program. Lower Mill Pond is a suggested site for another Pond Guide box.

Membership - see report in Board Meeting file.

Pond Education - Per Susan S. - Karen Malkus- Benjamin gave permission to use pond video on BPC site. Pat Marchand from schools informed Jan McGann there would be no outside programs in

2021 due to the need to recuperate school time lost due to COVID. Need to change focus to virtual for lessons and materials (i.e. Kids Corner, Fun Facts, Field Trips must all filmed) Segments to be done on video and made available to schools. A videographer is needed.

❖ Outreach, Pond Projects, & Partnerships

Updates related to Elbow, Owl, and Lower Mill ponds - Mary questioned why monthly BPC Elbow Pond financial records are never sent to the Friends of Elbow Pond.

Pond Association Outreach policy - APCC is trying to build relationships with other town ponds associations. It might be easier to stay connected through APCC considering the lack of response from some towns (i.e. Marty mentioned there has been no response from Harwich) Per Susan B, - need to have discussion regarding how to move forward with pond outreach.

Wrap - up

Recap decisions, action items, and follow-up assignments.

General discussion regarding the need for volunteers to eventually become board members. Konrad suggested a breakout meeting for further discussion. Wayne suggested using the 9/19 meeting to discuss the Strategic Plan. All board members need to look at the Strategic Plan, Board Organization, and New Board Member packet. Susan B will send a link.

Next meeting - 9/19 - virtually - Susan B to send more info.

Next Board Meeting October 1st 2020 - Google Meet

November Board meeting - November 5, 2020 - Google Meet

Meeting Adjourned at 8:35 PM

Submitted by Nancy W. Ortiz, Secretary

