



The meeting of the Board of Directors of the *Friends of Mildred Kanipe Memorial Park Association, Inc.* was called to order at 9:00 a.m. on Friday, April 18, 2014 in the Lane House Annex. Present were board members John Robertson, Midge McGinnis, Deb Gray, Karen Roberson, Debbie Levings, Landa Baily, Leslye Wing and Celia Scott. Mike Burke was also present. Steve Kennerly was unable to attend.

Landa Baily has agreed to join our board! She brings many different talents to the table and has volunteered to oversee a number of different tasks, including publicity coordination! - WELCOME LANDA.

AGENDA ITEMS

- **Mildred's Trail Dash** - Leslye brought this year's flyer done by Mary Herrera's sister, Kathleen Miller. Really nice! She will send electronic copies out. Needs a couple of edits first. Cabelas has given us a \$50 gift certificate to be used to choose items for the Dash (needs to be done in June). Leslye suggested we use it as a raffle item with each participant receiving one ticket and others available to purchase. Discussion as to what to pick out from Cabelas...perhaps a folding chair? What about just being able to use it as a gift certificate? Leslye will check to see if this can be done. Discussion on obtaining 3 \$150 sponsors for the poster printing costs. These three sponsors would be listed on the poster. Karen thinks she can get her employer to sponsor, Leslye will see if Cow Creek and/or American West (our bank) will sponsor and Midge will see if she can get NXP Semiconductors (her employer) to sponsor. These have to be in really early so they can be put on the poster. Other Sponsors for t-shirt listing would be \$50 each. Midge will contact the three local casinos to see if they will sponsor or donate. Karen has been requested to have a local EMT on call. Steve has already been contacting local track people/organizations and Mike McCarty has probably also started his ad campaign. Landa has volunteered to get it well publicized.
- **School House** - Steve was unable to attend meeting, however, Karen and Debbie had updates from him. Alterations were needed to the structural drawings which Tom Rogers is working on now and should be completed in May. Two contractors are in the running and we should be able to have the roof completed prior to Grant deadline (August 23rd). When roof is being done, Landa will arrange for lots of news coverage (which is also something Steve has already started arranging – Craig Reed (News Review and Ruralite). Landa to coordinate with Steve. Debbie Levings will help Steve with some more school grants.

Windows / Doors – Windows are done, however, Amy still has our door. Debbie said she would try and touch base with her to see what is happening. Leslye also told us of a person she knows (Mary) who has some antique doors and windows that she would be willing to donate.

- **Monthly PAB Meetings** – Landa has volunteered to attend all PAB meetings. If she is unavailable, she will let us know and someone else will attend. We will also avoid the 3rd Friday of the month for our board meetings.
- **Errors & Omissions Insurance / Attorney Appointment** – There was general discussion regarding Errors & Omissions insurance. Landa and Midge will discuss with the non-profit attorney and report back to the board.
- **Velo Bike Ride** – Velo Bikers are organizing a ride from downtown Oakland to the Park with proceeds going to the Park Fund. Some talk of a mountain bike ride, too, but not sure this is in the works. Deb will be touching base with them and also answering their question regarding water...must haul your own in.
- **Maps on Website** – Lively discussion regarding the maps on our website. Changing anything on the actual maps is tabled for another day, but in the meantime, the Link will be changed to say Equestrian – Hiking (Nature Trail link stays same). (Done).
- **Restricted Funds** – One donation had a restriction on it if we made \$70K. Deb will be responsible for returning funds shortly after we hit that mark. Midge will write the check out to Deb to return. Landa was very concerned about any restricted donations and Deb and I assured her this was a topic that was discussed in detail with the non-profit attorney.
- **Publicity/Press Releases** – Landa has volunteered to be the central press release contact. The Board discussed the importance of press releases and that the Board will work to regularly issue press releases to help market the park and to keep people informed of events and projects and fund raising.
- **Master Plan** – This is our next step. You cannot run a business without a master plan. There was general discussion of the Master Plan and discussions about various funding sources. Karen Roberson has received links to some other park Master Plans (including ones with equestrian areas). She will send us one link and has three others being printed for our review.
- **Financial Accountability** – The Friends have a fiduciary duty regarding the transfer of donations to the county to ensure they are used prudently. An agreement should be put in place that covers how the money we have raised is turned over to the county for campground (and other) expenses. The \$65,000 we have raised will be for the campground, however, any additional funds be funneled to other projects...master plan, building restoration, etc.
 - **County Budget Meetings** – These meetings are public. Landa will try and find out when they are so that we can have a representative attend. We need to be included in the spending/decision making loop. (ie: caretaker, cattle lease, etc.). Bette Keehley has volunteered to be on an oversight committee. Betty Tamm would also be an excellent individual to be involved. (Note: grazing lease can be found here:

<http://www.co.douglas.or.us/parks/MildredKanipe.asp>). Look down under May 13)

- **Control of Funds Going to County** – See above paragraph on Financial accountability.
- **Recognition of Donors** – Much discussion about donor recognition, thank yous and how to announce when we meet our goal. Two meetings planned to work on thank you's (April 29 and May 7 at 6 p.m. at Deb's house). Midge will provide a list of donors from businesses/organizations (Done).
- **How do we keep Momentum Going** – ran out of time to really discuss this. Decision is that we are cancelling all but the City Wide garage sale fund raising events after Art for the Park. Midge will also start tracking donations over \$65,000 under a new title "Kanipe Project Funding", instead of Campground Funds. This will also require several changes to our websites, Facebook, forms, etc. Midge will pull together a running list of items we need to update so that people are aware the Campground funding is reached, but we are continuing to gather donations for other things (ie: Item 8 on the agreement -
 - 8.. County agrees to partner with all other interested stakeholders in applying for grants and exploring other funding sources for ongoing maintenance, capital improvements, and other major projects in the park. Stakeholders agree to partner with the County in the development of a Master Plan for the Park. The Master Plan would be prepared by a consultant and would address both short term and long term issues of the Park such as needs of the historic buildings, noxious weed removal, long range planning for Park improvements, etc. The Plan would include cost estimates and options for funding.

NEW BUSINESS

Meeting Called by Gary Groth – Gary has invited members of the Friends to attend a campground planning meeting next Thursday, April 24th at 4 p.m. Deb and Landa have volunteered to participate. Also suggested that we make a suggestion to Gary to include someone from Public Works and someone like Betty Tamm. Midge drafting email, Landa and group to approve and then Midge will reply to Gary's email ASAP.

OET Grant – Received email from Val Stallings about an OET grant availability that it does not appear the local OET chapter is applying for. Landa ran with it and is applying. Recommended by Leslye that we do not ask for \$5K, but \$1K or more. Felt we would not get the full \$5K, but more likely to receive a smaller amount. To be used for the corrals.

Oak Savannah Clearing – Leslye and Midge saw clearing being done in the Oak Savannah area. There was a grant given to Cindy Bright to do this clearing. She almost lost the grant, received it in time and work has begun. Board discussed that the county is missing out on some great PR by not posting this type of info either on their website, Facebook or with the press. Making the facts known publicly would also stop any rumors about what was going on.

Lunch Bunch – Landa, Deb, Celia and Mike attended the Lunch Brunch. Group was VERY receptive, Jim Long asked if what was going on at Mildred Kanipe Park would

help Douglas County economy. Jeremy Gillan (Edward Jones) said very definitely it would. Greg Logan (PAB member) was also there.

Oakland Calendars – Nelda Foster stopped by with samples of birthday/event calendars that can be used for fund raising. She brought price lists and contacts, too. Good opportunity, but she realized right now we do not have any spare time to work on it. Deadline is October 15, so we do have time to review and start work if agreed on.

Campground Timelines (Campsite Reimbursement) – the county is working to meet the timeline requirements of the State for campsite reimbursement. Gary Groth is putting together a committee “...to get together and compare notes”...OET, Friends, Clay and John Rosenberger to be in attendance. Gary invisions this group meeting occasionally until the project is complete.

Other Grants – A grants committee has been put together, and members are now actively researching and applying for some grants for Kanipe. All suggestions and offers to help on grants should ideally be funneled thru this committee in order to coordinator our efforts. Members are Karen Roberson, Cindy Haws, Joy Still, Jill Giri and Flo Shively.

Debbie Levings would like to work on “cluster grants”. It was suggested that Debbie work up a ‘prospectus’ (report describing the project she has in mind) and distribute to the rest of the Board members. It may be that this project should also go through the grant committee.

Trail Requirements – Landa was asking about what types of trail improvements are needed. Lesley, with the help of Jim Talburt, had produce a comprehensive trail improvement plan a year or so ago. Asked to share with Landa.

Meeting adjourned at 1:00 p.m.

EVENT DATES

April 25, 2014 – Art for the Park
May 4, 2014 – Adopt-A-Highway
May 9, 2014 – Mildred Kanipe Board Meeting – (9 a.m.!)
May 17, 2014 – Oakland City Wide Garage Sale
July 12, 2014 – Mildred’s Trail Dash

NEXT MEETING

Next meeting will be on Friday, May 9, 2014 at **9 a.m.** at Lane House Annex