



The meeting of the Board of Directors of the *Friends of Mildred Kanipe Memorial Park Association, Inc.*) was called to order at 9:50 a.m. on Friday, May 9, 2014 in the Lane House Annex. Present were board members John Robertson, Midge McGinnis, Deb Gray, Karen Roberson, Steve Kennerly, Landa Baily, Leslye Wing and Celia Scott. Mike Burke was also present. Debbie Levings was unable to attend.

## AGENDA ITEMS

### EVENTS

- **Calendar** – Nelda Foster’s suggestion of a ‘birthday’ calendar – Celia requested that this item be moved to June’s meeting.
- **John Benjamin Art** – Landa. As John Benjamin’s work is very upscale, it was discussed that perhaps a better venue for using his work at silent auction would be at the September Plein Air event. Perhaps held at the Park. Suggested having poster paper and inviting local school children to come and paint. Deb Gray has been in touch with Paul Zegers and Annebelle Wolflick about a similar event. Deb has been working this so she and Landa will coordinate.
- **Glide Flower Show** – Celia has made contact on this and if we can obtain approval for a table, we will participate next year. Celia will stay on top of this.
- **Oakland City Wide Garage Sale – May 17** – Celia. Some very successful garage sales do not attempt to price ticket items, but instead suggest best offer and make it clear that this is a fund raising event. This saves quite a bit of time in set up. Board agreed, let’s try it! Volunteers should be there between 7:30 and 8:00 to help Mike and Celia set up. Will close down around 2 p.m. Volunteers are Celia, Mike, Karen, Deb, Landa and Steve. Do not really need more items UNLESS they are sporting goods type donations or furniture.

### INSURANCE/BOND/ ATTORNEY MEETING

There was general discussion about insurance and attorney fees. The board members decided to take up this issue at the June Meeting.

### SCHOOL HOUSE ROOF

Steve has brought new plans for roof, which he will drop off with contractors after meeting.

Side note...Amy McAuley still has the door. Midge will send email to Amy inquiring about status. (done)

### **SAWMILL DONATION**

Received email from Harvey Saul and Little Jo donating time/labor to milling downed trees. Board discussed forwarding this email on to Gary Groth. All agreed that this should be done and that Deb (original recipient of donation email), forward it to Gary and let Harvey Saul know we appreciate his offer and have forwarded it on to the Parks Director.

### **MAPPING – GREG EGGERS**

A couple of years ago Greg Eggers contacted us about a UofO project. He was unable to complete project to his satisfaction and would like another try at it. Board discussed it in light of Park Master Plan and some pieces of this process that might overlap what Greg is proposing. We appreciate his offer and do not want to discourage him, but also do not want him to waste his time. Suggested that what would be very nice right now is accurate distance/mileage of the main trails at the park. Listing of trails with distance would be handy to give to hikers, bikers and equestrian users who would like to know how long/far trails go. Leslye will contact Greg and suggest this to him.

### **CAMPGROUND THANK YOU PROJECT**

Karen brought 200 cards for us to sign to the meeting ☺. Karen, Deb, Landa, Celia have been working hard to gather the addresses and names of ALL donors (material and monetary) and are sending a beautiful thank you card to all of them. (card had pictures of Mildred and Park on the front and a nice thank you on the inside). Deb Gray will get a final list of material donors with addresses and what they donated to Midge so that she can send out the ho hum tax/thank you letters.

Additionally, two ads will run on Wednesday, May 13<sup>th</sup> (in the News-Review and the Douglas County News), which will thank businesses/orgs/foundations and with a sentence thanking the hundreds of individual donors.

### **WEBSITE**

Leslye asked about the sponsors list and updating it. Decided that a copy of the ad will get posted on the site (after ad runs) and the final list of business donors will be posted. Celia to send Word doc out. If it needs to be ‘tweaked’ for Leslye’s use, Midge will do that.

Link to County Agreement. County agreement is on the site, but not real obvious. Suggested that a link be put on the left hand side of home page that says “Friends/Douglas County Campground Agreement”.

## **TRAIL DASH**

We have our three poster sponsors – NXP Semiconductors, Cow Creek and Integrated Women’s Health.

We can now start pulling in donors/sponsors. Forms are on our website. Deadline to have name on t-shirts (minimum sponsorship is \$50 for this) is **June 28<sup>th</sup>**. Leslye had last year’s donor list and everyone signed up for who they were going to contact. Midge made copies and everyone should have their list. If you lost it, let Midge know and she will scan you a new copy.

## **GRANTS**

Lots of discussion surrounding grants, who handles, process, grant committee, etc.

It was decided that for now we really do not want to go after any more grants for the campground (exception being the Master Plan Grant – Technical one from Ford Foundation), which is being handled by Karen.

Unsure as to who will actively be working on our ‘Grant Committee’ going forward. Decided that Karen, will set up a meeting to discuss with Gary what we would like to get moving on (ie: Master Plan) and assure him that we will do the leg work...and get his collaboration. After this meeting has occurred, a meeting will be set up with the members of the grant committee to see who is interested in continuing to work on grants with us. (Cindy Haws, Jill Giri, Flo Shively, Joy Still, Steve Kennerly).

Three grants are of interest at the moment:

Master Plan Grant – Technical Grant thru Ford Foundation. Joan Kerns suggested this one would be a good one for the Master Plan. Doug Robertson is supportive.

U.S. Forest Service Grant – for Hawthorn eradication - Cindy Haws would be a good choice for working this if interested. July 1<sup>st</sup> is proposal deadline. Need to be sure Gary Groth is not already working this one. Deb Gray would also like to work on this grant since she is employed with the Forest Service.

OET Grant for Corrals – some confusion as to whether or not OET (Jill Talburt) might already be working this one. Leslye will see if she can find out. Grant is for \$6,500 and application date was 4/25/14.

Karen is the ‘contact’ point for grants. Motion was made by Leslye and 2<sup>nd</sup> by Midge that going forward “All grant related contacts (funding agencies, public officials, etc.) require prior board approval”. Everyone agreed and signed agreement. Midge is sending copy to Debbie Levings for her signature as she was not present at meeting.

One other grant of interest is the Charlotte Martin Foundation Grant – this one covers equipment and spray for noxious weed eradication. It was suggested that an ‘adopt an acre’ be implemented, with adoptee being responsible for clearing their acre. This one has been submitted by Cindy Haws with the assistance of Karen Roberson.

## **CAMPGROUND PROJECT**

Campground Update by Karen Roberson, Debra Gray and Landa Baily.

Landa and Deb attended a meeting about the campground project in the office of Gary Groth, Parks Director and Lands Director for Douglas County, on April 24, 2014.

Friends asked that two stakeholders from Oakland with community partnership experience be invited. Gary responded they were not needed and if input was desired, the county would seek it as necessary. Four equestrian representatives were present, along with John Rosenberger who is preparing the preliminary drawings, Clay Baumgartner who is the Civil Engineer for the project, and Gary Groth and his administrative assistant.

Gary handed out a budget. The budget had several question marks, relating to a road from Elkhead to the campground, toilet facilities, fencing and other costs that had not been factored into the project.

Gary stated he thought a one lane road with ‘turnouts’ would be enough for the project. It was noted and discussed that a one lane road with ‘turnouts’ would require a time consuming variance application from the State Fire Marshall, that the campground was going to be open year round and that during the winter, the one lane road and turnouts would be wet, and that a two lane road into the campground would be much better for marketing the campground for maximum occupancy.

The preliminary drawings for the non-equestrian campsites were presented. The site for the non-equestrian campsites had to be moved because the original conceptual drawings for the non-equestrian campsites did not conform to the park’s topography.

The preliminary drawings for the equestrian campsites were not completed in time for this meeting.

There was discussion related to the Conditional Use Permit for the campground project. Gary stated he turned in the Conditional Use Permit application on March 28, 2014, but had submitted a range of numbers for the equestrian and non-equestrian campsites. A County Planning Department representative told Gary there must be a specific number on the application. Deb and Landa recommended the Conditional Use Permit include all the campsites on original conceptual drawings (total number planned) because the conditional use permitting process takes between 120 and 150 days or more, and costs tax payers’ money. It is sensible to have all the campsites (30 equestrian and 12 non-equestrian) on the Conditional Use Permit to

eliminate the need for a second time consuming and expensive conditional use permitting process to add campsites.

There was a request by Jim Talburt to purchase corrals. Gary directed that no corrals be purchased until October because they would not be needed until then. Equestrian representative, Jill Talburt said she would submit a grant by the next grant deadline to the statewide Oregon Equestrian Trails to help pay for the corrals.

Gary said at the meeting he did not think the campsites would support the park's maintenance costs.

At the end of the meeting, both Deb and Landa asked Gary to set a time for another meeting. Gary said he did not think additional meetings are necessary and that everyone is too busy.

Gary added that if anyone has questions about the campground project, they can email him. His email is: [gdgroth@co.douglas.or.us](mailto:gdgroth@co.douglas.or.us)

Karen, Deb and Landa subsequently met with Commissioner Robertson about the need for the Conditional Use Permit application to include 30 equestrian and 12 non-equestrian sites, and the request for bids be "tiered" so that there would be a price for the total 30 equestrian and 12 non-equestrian campsites, and a price for a lesser number. We also discussed the road and other costs not factored into the project.

Commissioner Robertson agreed the Conditional Use Permit application needs the total number of originally planned campsites, (30 equestrian and 12 non-equestrian); the request for bids needs to be 'tiered' for the two construction costs, and the campground will be constructed so it financially supports the park's maintenance. Commissioner Robertson said the County Public Works Department will build the two lane road into the campground. Commissioner Robertson also stated the campground will be built and the campground will support the park's maintenance costs.

Karen reported to the Friends Board members the Engineering work for the campground project has been donated by Integrated Consulting Services, and will have an in-kind donation value of approximately \$30,000 and that the Umpqua Community College Engineering students had done the preliminary site work and surveying.

Friends representatives have requested a follow up meeting with Commissioner Robertson.

Note: Directly after the Friends Board meeting on May 9, 2014, Friends' board member, Landa Baily, went to the County Planning Department on May 9, 2014 to acquire a copy of the Conditional Use Permit application. The only application on file and available was the March 28, 2014 version with the unspecified number of campsites.

Landa's Notes from visit to County Planning Department:

On Monday, May 12, 2014 Landa met with Jeff Lehrbach, Planner, Douglas County Planning Department, and obtained a new page, filed on May 12, 2014, to the Conditional Use Permit. The new page replaces the 'third' page of the original Conditional Use Permit filed on March 28, 2014, and increases the number of equestrian sites from 15 to 30 and the number of non-equestrian sites from 6 to 12. Notices of the Conditional Use Permit application will be going to adjacent landowners within the next day or two, according to Mr. Lehrbach.

### **NEW BUSINESS**

**Master Plan Links** – Karen will send us the links to other parks Master Plans (done). She has also had printed off a couple of excellent ones that she will share with us.

**Mildred's House** – Received email from Liz Carter who is trying to arrange a 'tour' of the inside of Mildred Kanipe's home. She has emailed Gary, but has not received a reply yet. We would like to piggyback on this tour. Karen will send Gary an email asking for his support (done).

**Cemetery Grant** - Just waiting for paperwork from Kuri Gill on this. Veronica sent email stating that county needs to review before signing, but since Gary already approved this prior to submission, we do not think this is going to be necessary.

**Customized Postage Stamps** – Very cool idea....you can order special custom stamps (ie: with our logo on them) for mailings. Midge to check this out. (done...sadly cost prohibitive...stamps end up costing almost twice as much a piece).

**Return Address Stamp Pad** - Asked if we had one. No, Midge in the past was just printing out return address labels as volume was never large enough to worry about. But due to volume of mail and cost of labels, Midge and others have been hand writing return address. Karen is going to get a stamper.

Meeting adjourned at 12:15 p.m.

### **EVENT DATES**

May 17, 2014 – Oakland City Wide Garage Sale

June 5, 2014 – Mildred Kanipe Board Meeting (NOTE – will be held at Deb Gray's home in Oakland at 5 p.m.)

June 7, 2014 – Umpqua Vello Club – Bike for Kanipe

July 12, 2014 – Mildred's Trail Dash

September 8, 2014 – Adopt A Highway

### **NEXT MEETING**

Next meeting will be on Thursday, June 5, 2014 – 5 p.m. at Deb Gray's home