



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, July 25th at the Lane House Annex. In attendance were Midge McGinnis, Karen Robertson, Deb Gray, John Robertson, and Landa Baily (via phone). Debbie Levings, Leslye Wing, Steve Kennerly and Celia Scott were unable to attend.

As four members of the board were unable to attend, it was decided to push many of the agenda items to next month's meeting. We concentrated on two critical issues. Email from Gary Groth regarding School House Roof and Doug Robertson's retirement in relationship to Kanipe Park support.

**Agenda Items Addressed:**

**School House Roof (see July 9<sup>th</sup> Meeting Notes at bottom of minutes for information regarding transfer of management of roof contract by county)** – As a result of an email from Gary Groth, we reviewed various emails over the past several months between The Friends and the Park Department. Gary was under the impression that we were going to obtain additional bids and we were under the impression that the County was going to do this. Midge will pull together an email to Gary containing copies of previous emails and bid information. This email will be sent to Gary after board has reviewed it.

**Campground Funds**

Doug Robertson has contacted Karen Roberson in regards to our plans on turning \$65,000 over to county for campground. Suggestion was made that we look into an 'escrow' type account where the funds would be deposited. Karen Roberson made a motion that we move forward on this proposal. Midge McGinnis seconded motion and all voted yes.

Funds would be deposited with a title company. Upon OPRD approval of the campground, we would release the funds to the county. Landa will be contacting Kay Wissman at Tycor to see how and if something like this would work. Board members present felt that this would be an ideal way of demonstrating due diligence to our numerous donors (investors). We want to insure that before we transfer the donated funds, the campground is done to the extent that the county will receive state reimbursements. The Oregon Parks and Recreation Department RV Reimbursement

Income is fundamental to the campground portion of the plan to make the park self sufficient.

Landa will draft the letter with the information for board approval by Monday.

Doug Robertson has advised us that the campground plans and bid document should be ready by next week and we should be able to review them shortly.

**Blackberry Festival** – Deb will contact someone on the Blackberry Festival committee to see how we can support the event.

**AQHA Grant** –Jill Giri has submitted the AQHA grant application. This was started back in the spring. Jill had to resign from the grant committee, however, she did promise to submit this grant and she has just done this (email trail has been located). Midge will obtain copy of grant submission from Jill. We probably will also need to make sure Gary Groth obtains a copy to avoid any issues down the road.

**Restore Oregon Nominations** – Lois Eagleton forwarded two nominations emails from Restore Oregon. One was for Endangered Buildings and one was for Excellence in Preservation. These are not grants. Deadline is August 11<sup>th</sup> for both. Midge volunteered to try and get the Excellence in Preservation done (using the school house) and Deb will work on the Endangered Buildings (using Mildred’s home). We will do our best to get them submitted on time.

**Additional Topics:**

**Non-Profit Running of Park** - Doug Robertson requested that we look into what is entailed in having a non-profit run the park. Board members present agreed that Landa can proceed with doing some preliminary research.

**Communications with County (see July 9<sup>th</sup> Meeting Notes at end of minutes)**

Landa and Karen attended a meeting on July 9<sup>th</sup> with Paul Meyer (County Counsel), Doug Robertson and Veronica D. During this meeting, Paul Meyer, County Counsel indicated his belief that The Friends have not communicated enough with the county. We have consistently communicated with the County on various issues, and will pull together samples of our communications to share with folks who are not aware of our regular communications with county officials.

**Agenda Items moved to August Board Meeting:**

- Greg Eggers Maps
- Trail Dash 2015
- Trail Dash Thank You’s
- Business Cards
- Climate Control – overview – Celia/Landa or Deb

- Oregon School House Project – visit from April – Celia/Mike

Meeting adjourned at approximately 10:30 a.m.

### **EVENT DATES**

August 29, 2014 – 9 a.m. – Lane House Annex

September 8, 2014 – Adopt A Highway

### **NEXT MEETING**

Next meeting will be on Friday, August 29, 2014 at Lane House Annex at 9 a.m.

**July 9<sup>th</sup> Meeting Notes** – The following notes were taken during the July 9<sup>th</sup> meeting with Paul Meyer, Doug Robertson and Veronica D.

Karen Roberson and Landa Baily met with Commissioner Robertson on July 9, 2014 to discuss the English Settlement Schoolhouse Roof grant. Also present were County Counsel Paul Meyer and Parks Department staff, Veronica. Gary Groth, Parks Department Director, did not attend.

Karen and Landa suggested the project be a county project, managed by the county, rather than have Friends being the contractor on a county building. Commissioner Robertson agreed. County Counsel said the County would have to go through procurement process but because the grant is under \$25,000 the procurement process could be done informally, via telephone, then award to lowest bidder.

Veronica talked about not having time to manage the project and do bids because of the busy summer season. Friends offered to volunteer to help with bidding process. The county declined this offer. Friends agreed to ask for a 60 day extension on the C Giles Hunt grant and to get the project documents to the Parks Department office.

Landa talked about \$10,000 into community and putting a local contractor to work, and also the benefit to the county in terms of a county building being repaired.

Commissioner Robertson stated that there is usually a cost to manage a project, but if Friends got a 2 month extension on the roof grant, that extension can free up time for county to have a county employee manage project 'in house' with no added costs.

After meeting Karen called Steve Kennerly with update; Kennerly called Songer; Songer changed bid to contract with county and delivered bid to county; Tom Rogers took two sets of plans for school house roof to county for two other informal bids. Landa sent email to Commissioner Robertson, Groth, and board members to let them all know the bid documents had been delivered to County Parks on July 9.