

Friends of the Milford Upper Charles Trail
Minutes of the General Membership Meeting
January 8, 2008

Call to Order

Pat Rosenthal called the meeting to order at 7:05 PM. 14 members and 10 visitors were present.

Approval of Minutes

A motion was made and unanimously carried to approve the minutes of the November 6, 2007 meeting.

Presentation of Plaques to Honored Sponsors

A special ceremony was held to present plaques in recognition of the generosity of the following:

<u>Company</u>	<u>Accepted By</u>
Benjamin Moore	Scott Kaplan
Midtown Family Fitness Center	Sheri Richardson
Alpha Dog Canine Training	Christine Taddei
Niro's Auto Body	Tony Niro
Laura Mann Attorney	Laura Mann
Milford National Bank	Maria Morte
Critter Visits	Karen Cohen

Absent were Karen Mullen from Signs Plus, Waters Associates, Milford Medical Center and Anne and Barnes McNevin from the Harmon Foundation. These will be given at a later date.

Pat Rosenthal also presented a gift certificate to Margaret Myatt, past president of the Friends in recognition of her efforts in getting the organization "off the ground".

Naman Shah thanked the Friends for their support in completing his Eagle Scout Project, especially Pat Rosenthal and Tony Niro. He will plan a walking tour of the project as an educational outreach in the spring.

Election of Vice-President and Director

Dave Cassinelli was nominated to fill the position of Vice President created by Tony Niro's resignation. Dave was unanimously elected. His term will expire in 2009.

Tony Niro was nominated to fill the position of Director created by Deb Walther's resignation. Tony was unanimously elected. His term will expire in 2008.
Congratulations to Dave and Tony.

Officer Reports

- President – Pat Rosenthal
 - Pat met with Blackstone Valley Tech and the school has approved the kiosk construction project that was funded by Waters Corporation’s \$700.00 donation. The school will also help us update our website. Thanks to Art Morin and Sheldon Moniz for helping with this.
 - Pat distributed our brochures to all of the hotels along Fortune Blvd. and received a positive response to the information. These hotels may be potential donation resources.
 - Art Morin has notified the Friends that the Youth Center is available for activities.
 - There was a complaint about an unleashed dog sent to Town Hall and the Friends are asked to notify Pat if they see more instances of this.
 - Recent publicity articles in the Milford Town Crier regarding the bench donations and fall clean-up day were shared. Dave Cassinelli will scan them so that Margaret can add them to the website.

- Vice President – No report

- Secretary – Nancy Wojick

2007 Membership Summary					
	<u>New</u>	<u>Renewal</u>	<u>Total</u>	<u>Amount</u>	<u>Percent</u>
Bronze	16	15	31	\$ 320.00	18%
Silver	6	11	17	\$ 425.00	24%
Gold	3	4	7	\$ 350.00	19%
Pathfinder	2	5	7	\$ 700.00	39%
Trail Blazer	0	0	0	\$ -	0%
	27	35	62	\$ 1795.00	100%

- I will be working on an updated brochure with corrected map and trail lengths with Blackstone Valley Tech graphic arts department and will present findings and ask for budgetary approval at the February 5th meeting.

- Treasurer – Tom Myatt

Friends of the Milford Upper Charles Trail Treasurer Report January 8, 2007

- Since last meeting:
 - Completed treasurer position transition from Dave
 - Added check-writing authority for two officers to the bank account
 - Entered the bank statements into Quicken from account inception in 2005 through current statement.
 - Completed the 2007 financial statement.
- Summary of 2007 Financial Statement:
 - Opening balance of about \$4000 and closing balance of about \$12,000 dollars, for a net gain of about \$8000. The net gain comes from about \$20,000 in income minus about \$12,000 in expenses.
 - Income of about \$20,000:
 - 85% of this from donations or grants from the Harmon Foundation, businesses, and the town.
 - The remaining 15% was from membership fees, grand opening vendor registration fees, and t-shirt sales.
 - Expenses of about \$12,000:
 - Largest category is granite benches at about \$5,500.
 - Next is nearly \$4000 for the Grand Opening.
 - About \$1300 for doggie stations and bags.
 - About \$1200 for insurance.
 - Will send copy of 2007 Financial Statement to the Secretary for inclusion in the minutes of the meeting.
- Outstanding financial commitments: None
- Known regular expenses due in 2008
 - Directors & Officers insurance, if renewed. \$804 in 2007
 - Liability insurance, if renewed. \$364 in 2007
- Actions to be completed:
 - Create form to be completed for each disbursement for
 - Referencing motion authorizing expenditure
 - Attaching receipt(s)
 - Determine what forms must be filled out for the IRS by the next meeting, and possibly complete them by then.

Committee Reports

- Town of Milford Trail Committee – Reno Deluzio
 - Reno was speaking to the Bruce Freeman Trail group tonight and unable to attend our meeting.

- Fundraising and Membership Committee – Barbara Bradbury and Tony Niro
 - Barbara has received one more request to do a memorial bench. She told the person that we would do the installation in the spring.
 - There is one authorized bench left as well as the wooden benches to come from Mark Fitzpatrick.
 - She thought it would be worthwhile to do some publicity regarding the availability of “memorial” benches

- Maintenance and Enhancement – Dave Cassinelli and Sheldon Moniz
 - A new Master Plan and Adopt a Trail has been developed
 - An additional kiosk will be built and placed at the trail head by the Commuter parking lot. This will be done as an Eagle Scout project by Spencer Carlin who will purchase the wood that Chris Chamberlin was going to use. Spencer will present his project at the February meeting.

- Education and Special Activities
 - Chair vacant (filled during new business)

Old Business

- Pat made a request for approval for an additional \$49.30 to cover cost of the 11 plaques produced to date. There was a motion to approve and it passed unanimously.
- A motion was also made and approved to spend up to \$50.00 to correct the Critter Visits plaque which initially had an incorrect name on it.

New Business

- Pat appointed Linda Konvalinka and Christine Haslam as co-chairs for the Education and Special Events Committee. The appointment was approved by the general membership.
 - Linda and Christine suggested organizing a night hike on January 22nd called the Full Moon Walk. The walk will start at 7:00 pm at Louisa Lake and proceed to Wendy’s and then return. Publicity for the event will be done to the general email list, on Christine Taddei’s web site, on our own web site and in the paper.
 - Linda also suggested a February night hike to listen for owls and a Bird and Bathouse family walk led by Naman Shah in the spring.

- Pat appointed Julie Rosenthal to act as Media Liaison. The appointment was approved by the general membership. Julie will be responsible for press releases to publicize the activities of the Friends.

- Pat presented information regarding the upcoming Family Network Project Fun Fair to be held at the high school on March 15 from 11-2. It was agreed that this would be a good awareness building activity and potential membership drive for the Friends. Christine Haslam, Margaret Myatt, Dave Cassinelli and John Edmondson agreed to staff the event.
- Pat reminded the members that there is a Pedestrian Survey on our web site and encouraged all to take it as it influences the distribution and allocation of funds.
- It was agreed that we should re-invite the Firefighters who have contacted us regarding mile markers on the trail.
- There was some discussion regarding whether signage belongs under the Maintenance and Enhancement group or Education and Special Activities. But it was agreed that as currently stated on the trail the traffic pattern is incorrect. Walkers should walk facing bike traffic and not in the same direction. This could be added to our web site.
- Christine Taddei questioned the locking of the gates at Louisa Lake and the possibility that emergency vehicles could not get in and that police were not patrolling due to this. John Edmondson agreed to follow up with the police department.
- Linda Konvalinka would like to develop an educational project regarding invasive species along the trail.

Next Meeting

The next meeting will be at 7:00 PM on Tuesday February 5th at the Senior Center.

Adjournment

Motion was made and unanimously carried to adjourn the meeting at 8:30 PM