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# Friends of the Outlet, Inc. Meeting

Wednesday, May 23, 2018.

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## Attendees

Gwen Chamberlain, Kristi Hoag, Phil Rahr, Peg Thompson, Steve Miller, Mickey Orr, Deb Clancy, Mickey Orr, Rachel Knapton

## Meeting called to order at 7:09 PM (location change from Lyon's to PY Fire Department)

### Gwen:

1. When contacting, please send information via email or text in order to ensure follow-up/follow-through
2. Accountability: As a group we need to ensure that with the \$18,000 coming in that everything is being handled appropriately and that we are following a set of purchasing procedures
3. Grants are carefully audited, and we need to keep track of receipts and inventories, as well as keep appropriate records so that those in the future can look back.

### Public comment

no public present

### Minutes of April meeting

Peg motions that we approve the minutes, Steve seconds. Motion passes.

### No official financial report

Steve Stork has agreed to head up the finance committee. We are transitioning between Dave and Steve. Gwen has been paying bills and making deposits. Needs assistance with Quickbooks. Currently we have \$45,563.41 in checking \$25763.77 in savings. More news to come from the finance committee as they get more settled and organized.

Gwen requests resolution for accepting county funding for Natural and Recreational Resources in the amount of \$18,000. Need to provide a letter and move forward with the contract phase. Resolution that Gwen draft a letter and accept award, next step will be for maintenance and finance committees to work together to come up with plans.

Kristi motions, Phil seconds.

Discussion: Steve asks if we have an attorney. Don Schneider is not on a retainer, but helps the outlet occasionally. Steve wonders if having an attorney present might be helpful before signing the contracts.

Motion PASSES

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Gwen will draft the letter.

### **Maintenance report**

presented by Mickey. \*Discussed memorial done in honor of Guy on the Outlet trail. Kudos to John Warner. \*Plogging went well. (Picking up trash and jogging) \*Next year be more careful about placement of planting trees with the elementary school students at PYE (many had to be taken down because of mowing issues). Overall, a success. It's the thought that counts! \*Woodtex meeting, cap cement over it, build on top of it. \*HWS had to cancel due to weather. \*Celebrate Yates did a great job on picnic tables.

Security cameras will be installed by Coverts by end of the month (Mickey will follow up with Coverts). Mickey contacted Dean Knapton to help with doors and windows to be secured. Garage door is security door. Can only be opened from inside. Two doors are security doors, round lock that can't be busted off, windows with wire in them, better security, harder to break. Other doorway will be plywood and closed off.

Mickey suggests we need signs letting people know they're on camera and being filmed. Covert has signs, but we want bigger ones. Check with sheriffs, "for your safety, the trail is being monitored at all times via video surveillance". Come up with some common wording to put into the signs.

Erosion-still need to work on that. Dan Condella reported erosion at Cherry Street as well. Discussion of gates opening and reasoning behind timing of it. Mickey recommends that Dan Condella represent us in that vein.

Mickey recommends opening gate to Cascade in the morning and closing it in the evening-(In the future) Use \$18,000 toward surface area? Discussion of Amphitheater style structure in conjunction with Town of Milo.

Phil questions:

1. Village or Town of Milo put a porta potty at Cherry Street (Mickey will follow up with Dan)
2. With Security system going in, have we sorted out whether electricity will be on the whole time? (Cost of electricity was running at \$200 a month and now at \$84 a month--in 2015 it was \$24.82 per month. Need to figure out why the difference is happening). Lines need to run through boxes/converters to get all the way to Cascade because you can't go directly from there
3. National Trails day is June 2--no idea how many people we'll have, but is heavily advertised, where can we have people park at Cascade in the field. Can we brush hog that field down for parking? Mickey thinks it's fine, but he will double check. Also need to double check for wet/muddiness. Gwen met with someone from engineering firm, southside should be okay to park on because there are bricks buried. Don't park on the mound.



Keuka taxi is running a shuttle from Cascade at the end back to Penn Yan (Cherry Street or boat launch or ball field, etc.)

Gwen will attend June 6th maintenance meeting to settle up on county work with \$\$.

### **Membership**

\$10,000 in membership so far this year, with 326 members with current or renewed memberships. Would like to see us at 500, encourage recruitment by board members. Everyone is getting 3 membership brochures. Challenge extended: each board member get 3 new memberships before June meeting. Also requesting that board members follow up with folks who haven't renewed yet.

### **Community Relations**

Events going well. At or near targets for each event. Registrations low so far (for National Trails day), expecting people to register day of. Discussion of signing up and being ready to help out at National Trails Day.

5 mile walk from Boat launch and will finish at Cascade. 12ish learning activities along the way.

Create a timeline for volunteers (YYP will volunteer with lawn games and picnic area)

Most people 11:30-2ish

Get on WFLR to chat with Mike and advertise

Donations for registrations will come in via Crowdrise via Paypal's fundraising platform

Draw for photo on Sunday

Kristi mentioned getting in touch with John Kuchko Channel (8, 10, 13?) promotion of waterfalls, to promote trail.

### **Long term Planning**

not present--tabled until next time.

Purchasing policy put on agenda for next month when more board members are in attendance.

### **President's report**

Latest draft of sign for outlet trail at Seneca Mills Falls Area is almost complete. Would like to add a drone picture

Letter from Land Trust Alliance. Insurance premiums are going to go up. As long as operating expenses remain at \$10,000 or less (no capital) regular operating, our dues this year were \$250, next year they'll be \$300 for the next 3 years. Being a member of the alliance, allows us to get better insurance.



We have officially joined the Finger Lakes Tourism Alliance. (\$375 a year)

Gwen attended a meeting with Tom O'Mara and Seneca Lake residents concerned about water quality issues. Gwen spoke with Tom about his connections to the Finger Lakes Land Trust--hoping he can help us with them.

### **Comments from the Board**

Kristi recommends posting committee meeting dates and sending out minutes so that others can join and present information if needed.

Gwen offered that if anyone wants to speak privately about committee make up, they may.

Peg spent time at our office with materials that went from 1979-2014. Still organizing things, long inventory process. No particular rush. Cataloging and displaying eventually.

Phil announced that brochure dispensers are here and ready to go up attached to kiosks.

Gwen adjourns meeting at 9:01 PM