

Friends of Potato Creek State Park
Board Meeting
May 20, 2008

NEW BUSINESS

1. Discuss any public comments
 - a. No new items
2. Determine next steps for Spring House Restoration and SW parking area
 - a. DNR procedure: Update from Tim
 - i. Pictures sent to Historic Preservation Commission
 - ii. Proceeding with procuring the permissions
 - iii. Also asked the Commission for direction on next steps
 - iv. Budget – estimated at approximately \$1,500 for structure depending on materials. An additional \$800 to \$1,000 would be needed for the sign. It was proposed to allow an estimate of \$3,000 for the whole project when applying for funding.
 - b. Finance & Fund Raising Committee
 - i. Ralph will contact Jan about on-going interest in participation on the committee.
 - ii. The committee will meet to identify possible funding sources for projects and next steps.
 - c. The SW Wetland Trail Parking Lot
 - i. Internal Park Funding has been requested in budget proposal. This may or may not be approved. Possibly in 2009–2011 budget
 - ii. Tim is working on getting more information. It was estimated at \$7,000 to buy the rock and have a maintenance crew to do the work.
 - iii. We can possibly look for an independent dozer operator to help with the work to keep the cost down.
3. Memberships
 - a. We have a serious need to have someone keep close track of our memberships – There are roughly 10-15 current paid members.
 - i. Ralph motioned that a membership committee be formed.
 - ii. Tim suggested that a procedure be written up for the membership committee.
 - iii. Ralph and Kathy will form a committee and draft a procedure to be reviewed and approved at a future date.
 - iv. The committee proposal was seconded by Marci and unanimously approved.
 - b. Every event should have a membership table with Friends info.
 - i. We also need some “seed” money for the donation box at events
 - c. Possible active membership drive on a certain weekend
 - i. Brian and Anna already do this at events
 - ii. Look into the possibility for more permanent locations at the boat launch, etc.
 - iii. Will need to be discussed with Jim
 - d. Make a “bookmark” to fit inside park maps to be handed out?
 - i. Marci working on something to be stuffed into existing hand-outs

- at the main gate
 - ii. Will need to be discussed with Jim
- 4. Advertising Events
 - a. Determine list of media outlets to advertise events, i.e. local TV, radio stations, newspapers, in addition to flyers at schools, libraries, etc.
 - b. WNDU, WSBT, FOX, B100, 101.5, 94.3, etc.
 - i. Tim already does this. Even though the information is submitted, the outlets don't always run it.
 - ii. Any suggestion – talk to Tim
 - iii. Schmoozing and visual information (pictures) increases the success of the information.
- 5. Determine timeline for Newsletter
 - a. Mark does this quarterly.
 - b. Brian had been sending information
 - c. Kathy will submit something about the Bike Trail
 - d. Marci is working on something to introduce herself
 - e. Alex could possibly write up something on park projects
 - f. Contributions from other interested parties should be submitted to Mark
 - g. An article could be submitted about the recent shoreline restoration project
 - h. Target date for next newsletter – June 30th
- 6. Meeting minutes to be e-mailed to Tim within one week of meeting for posting online.
 - a. Discussed timing of posting minutes
 - b. Suggested preference is within one-week of the meeting
- 7. Recent purchase of binoculars and camera discussed.
 - a. Can be paid from Geocache donation – Ralph will discuss with John
 - b. Purchase was motioned to pay by Sylvia, seconded by Marci and unanimously approved
- 8. Anna needs \$50 for National Trail Day – Ralph will get the money to her
- 9. Request completed event forms from Anna for events
- 10. Kathy will e-mail Anna about the existing snacks and supplies on hand from previous events.
- 11. Ralph mentioned the Thank-You card from Brain and Anna for the flowers
- 12. A horse trail clean up was discussed to try and get more support and membership from that segment of park users.

OLD BUSINESS

1. Determine amount of money available
 - a. From end of the year giving, Geocach donation, Cheryl's Memorial fund
 - b. For Spring House Restoration and SW parking area
 - i. Old Business discussion postponed pending John's attendance

ADJOURNED

The meeting was adjourned.