



Board of Directors Meeting

Date: Wednesday, November 30, 2005

Time: 7:00 p.m.

Location: Jorgensen Family YMCA conference room

Notes about the minutes: The pre-meeting updates remain in black. Additional notes from the meeting have been added in blue.

In attendance:

	Jim	Coplen
	Leslie	Ferguson
x	Gail	Herendeen
	Bob	Kennedy
	Lori	Keys
	Barbara	Krisher
	Art	Mandelbaum
x	Scott	Miller
	Mark	O'Shaughnessy
	Debbie	Probst
x	Lynn	Reecer
x	Sharon	Repka
x	Jane	Schmitt
x	Stephanie	Schultz
x	Gregg	Walbridge
	Elizabeth	White
x	Bill	Zielke

I. Guests to attend

- No additional guests in attendance

II. Consent Agenda approved

- Minutes of 10-26-05 Board Meeting
- Financial report

III. Announcements

- Total number of dollars raised to date (Jane's report): \$ 730,663* (does not include Vann Family donation – not received)
- We have approx. \$400,000 cash in the bank.
- Total miles of paved trails (Lynn's report): 3.2
- **COUNTY**
 - **MOU:** county signed 11/9/05.

- **AMBER ROAD:** County agreed to include an 8' trail along Amber Rd. from Lib. Mills to Redding Rd., 1.2 mile trail next summer
- Jan. 5th taking Commissioners Nelson Peters and Linda Bloom to lunch and on a tour. Maybe get their involvement in our section of the Towpath which is in the county boundaries?(Lynn)
- **NOTE TO COMMISSIONERS:** [each board member to send the commissioners a note of thanks.](#) (Lynn)

Linda.bloom@co.allen.in.us
 Nelson.peters@co.allen.in.us
 Marla.irving@co.allen.in.us

- **TRAILS**

- **HOMESTEAD TRAIL:** Small connection to the trail was completed on the north side of Homestead High School. This was done for the convenience of walkers/riders to and from school. (Jim)
- **FIRESTATION TRAILS:** both trails have been bid and awarded. Now the weather will decide if we can get these started this year or first thing in the spring. (Bob)
- **INDIAN CREEK VET.** will cover the cost of the Lib. Mills trail on their property, pro bono also. (Lynn)
- **EGGEMAN ROAD:** Plans are now being finalized after final details were worked out with Gary Probst on his property. They should be sent to County for final approval this week. The legal descriptions for right of way acquisition are also being completed. We will have plans out to bid in December. (Gregg)
- **SCOTT ROAD & LIBERTY MILLS** portions are now being surveyed. Upon completion the engineering design shall begin. We should have plans to City in January for review. (Gregg)
- **TOWPATH**
 - **D'ANDREA PROPERTY:** Greenway Consortium agrees last week to contribute \$25,000 toward the offer to purchase the D'Andrea property.
 - **OFFER LETTER:** [Gregg will draft letter with Lynn; Art to review this offer letter for the D'Andrea property.](#)
 - **PARKVIEW:** I am in contact with Parkview regarding their being a major contributor to the Towpath Trail/ANT (Lynn)
- **GREY OAKS DEVELOPMENT:** new development by Jeff Thomas (SW corner of W. Hamilton and Covington Rds). Mike Thomas and Assoc, is putting in either a 5' concrete sidewalk or a 10" asphalt path from the entrance on W. Hamilton north to corner west on Covington.
- **ENGINEERING:** MSKTD has agreed to engineer Homestead Rd. extension of trail to Lib. Mills pro-bono

- **TREASURY** (Jane)

- **BUDGET:** [Reminder to Board & Committee Chairs to send your 2006 budget forecast to Jane ASAP](#)

- **NATIONAL CITY:** Paperwork completed to open account week of 11/28 (Jane)
- **LUTHERAN HOSPITAL** Matching Pledge – donations/pledges to date: \$70,450 (Jane). [Leslie is working on a poster for the Lutheran Dr. office – something that will promote the physician match.](#)
- **WELLS FARGO BANK**
 - New donation: \$2,500
 - Andy Veenstra has asked Alice Kopfer (with Wells) to apply to the foundations that bank with them for our project and she received \$10,000 from the Kilbourne Foundation on 11-28-05 (Sharon)
- **EXECUTIVE DIRECTOR POSITION**
 - The Study Committee extended an offer to Lori Keys as approved in the last Board meeting and it was accepted. Lori's employment start date is being negotiated, but will probably be Jan 1, 2006 (Stephanie)
 - **DETAILS OF EX. DIRECTOR POSITION:** Bob will get the offer letter to Lori, including these details:
 - [do we pay mileage? Yes, at 48.5 cents/mile \(budget \\$2,500/year\) or as established by IRS.](#)
 - [travel expenses to seminars, etc.? Budgeted \\$500/year for meetings that must have prior approval from board.](#)
 - [Publications, subscriptions, membership: \\$500/year](#)
 - [Office supplies/equipment: \\$2,500](#)
 - **REVIEWS:** [We will offer a review at 6 months this first year, with a potential pay increase \(that number was not defined\). There will be another review at 1 year. Following that, reviews \(with potential pay increases\) will happen annually, based on start date.](#)
 - **CAUTION:** [Lynn re-emphasizes Jane Sylva's warning that we should not rely on the Ex. Director for fundraising.](#)
 - Jane has received letters approving donations to be used for Lori's salary except from one donor of \$1500. I will assume that will be provided and we can say her salary has been underwritten for 2006. (Jane)
 - **MASS MAILING:** In December, ANT will send general trail update & letter announcing Lori to all donors. OffSet One to print letter and envelope. Estimated cost: \$400. (Lynn & Jane)
- **EXECUTIVE DIRECTOR OFFICE**
 - Russ Felderman agrees to build-out new ANT office, in-kind and has recruited these donors: (Lynn)
 - Mann's - heating
 - Gypson Board (?) - ceiling
 - James Elect. - electrical
 - Messer-Layman - studs and drywall
 - [Paul Lageman - flooring](#)
 - Permits are posted. Construction will start next week.

Donor name	Item
Jorgensens	Bookcase
Infusion	Bulletin boards –wall size
	Cabinets/countertop
Jorgensens & Bill	Conference room Chairs
Jorgensens & Bill	Conference room Table
Jane & Bill	Desk & Chair
	Desk Lamp
Jane	Dictaphone
	Digital Camera, card reader, memory stick**
Infusion	Dry erase boards – wall size
	DVD player**
	Easels
	File Cabinets
	Internet access**
	Laptop for presentations**
	Map holder
Matt Karst to donate	Phone: land line, cell phone & minutes
Sharon has printer	Printer/fax/copier all in one**
	Projector for group presentations**
Scott Miller	Storage/shelf unit (for PR items)
	TV
	**Gail to check with John Musser for vendor donations/discounts & for technical support.

Office supplies	Scott Miller to complete Office Depot on-line application for donations of Office Equipment and supplies.
	CD/DVDs**
	Dry erase markers
	Easel paper
	Envelopes, all sizes
	File folders
	In/out box
	Pencils/pens
	Scissors
	Tape
	Totes for storage

IV. Discussion/Vote

- **SAFETY SINAGE:** Board Approval given for expenditure to pay for the bills related safety signage (bollards, etc.) for the Homestead section of trail. Barbara took care of coordinating this to make sure all the amenities were the same; SACS did not have any funding to put toward the Homestead Road section (per Jim), so ANT had to pay for this portion. Because detailed billing is not available at this time, Jane has been given the general approval to pay these after Stephanie reviews each bill. (Barbara/Stephanie)
- **MOU with PARTNERS:** the confusion with contracts, path width, seeding, sinage has pointed to the need for having a 1 sheet, "MOU" with any of our "partners". This form will outline who has what responsibilities.

- **ENDOWMENT:** Board approval given for the following: We will start to build an endowment for “beautification” which will cover trailhead maintenance and possibly landscaping along trails. Beginning 1/1/06 we will allocate the following to an self-held account (we will call this the “endowment”).
 - 5% of all retained contributions (excluding government grant money)
 - all interest income earned in 2006.
 - As our self-held “endowment” builds, we will evaluate the need to transfer the funds to the Community Foundation of Fort Wayne.
 - In December 2006, the board will make a motion to either continue, discontinue, or change the plan that was established in December 2005 for 2006. In other words, we will re-evaluate endowment contributions prior to each calendar year.

V. Roundtable (In the future, think of this as the FYI section that could have discussion, if needed).

- **PRESIDENT** (Lynn)
 - **New ANT Office set up:** need to go over list of needs and see who all can help gather items needed. Much furniture already offered. Office equipment and supplies needed, and some building materials.
 - **BIKE LANES:** Bill and I met with Tom Kelley. He raised a good point regarding bike lanes. [Bike lanes would be for the high-speed cyclists who would not ride with walkers, children, etc.](#) Although there was discussion, we did not identify specific roads that might be more appropriate for a bike lane or some that should have both.
 - **NEW MAPS.** We need to go over the changes we are making to it due to various reasons. I have a new version to hand out. [Lynn to send this new version, with the slight corrections needed, to Lutheran.](#)
- **V.P.** (Sharon)–
 - **ARDMORE WIDENING:** Paul Lageman has asked us to support the widening project of Ardmore. They are adding a multi-use path when the road is widened. Paul is also involved with the Chamber on a new transportation group that will review/prioritize road projects. He would like our (my) involvement so that trails are also included.
 - **REGIONAL TRAIL GROUPS:** Paul is also working with George DeRoche (Greenway Consortium) and myself among others to form a regional group regarding trails and trail funding. We are going to look at bringing funding into our region as well as ANT.
 - **TE APPLICATION:** Eli, Lynn and myself are working on the app. I have requested a letter of support from Congressman Souder and the assistance of Senator Long. Senator Long is also working on aiding our efforts of bringing in federal/state funding.
 - **MSKTD** has offered to give us an in-kind donation by providing the engineering work for Homestead Road from Summit Middle School south to Liberty Mills Road. They have also asked Eric Olson/T-E to provide survey work (at no charge) for this project.
 - **ABOITE CENTER/ENGLE ROAD:** There was much discussion about safety issues and the trails to the Towpath. Sharon will meet with Bob Kennedy

and Mike Fitch and will discuss the trail and the intersection at W. Jefferson and Aboite/Engle. The area of discussion is whether or not to have the trail actually come all the way to this intersection. Is it too dangerous? If we do not have the trail go as far as W. Jeff, will people **still** travel that way, even if there isn't a trail, etc

- **PR** (Leslie)–
 - MEDIA - lots of print media attention regarding MOU w/County
 - MEDIA - benefit of the month: health & fitness on website and sent to media 11/9
 - MEDIA - other media relations in progress; other media support for 2006 events
 - E-NEWSLETTER - almost done; waiting on graphics volunteer to complete
 - GRASSROOTS PR - grassroots PR/fundraising plan is near completion for the neighborhoods impacted by the next section of trails; working with Judy Dusman and Court Newcomb to finalize and set implementation calendar (launch in January) [Board would also like to see trail safety a part of school programs.](#)
 - OTHER - sign damage on Aboite Center Rd. taken care of; seeking possible remuneration for pole damage
- **CAPITAL CAMPAIGN** (Bill)
 - CORPORATE
 - 3 MORE SOLICITORS HAVE BEEN RECRUITED
 - SEVERAL LUNCH MEETINGS BEING HELD WITH SOLICITORS
 - GRASS ROOTS
 - TENTATIVE PLANS FOR '06' , SCHOOL EVENTS , BIKE – A – THON , FUN RUN/ WALK , TRICK OR TREAT ON THE TRAIL , XMAS TREE FUND RAISER
 - FREELAND EVENT FOR 50 COUPLES RELATED TO LUTHERAN CAMPAIGN: [there was discussion on this event and several options were considered.](#)
 - [Fundraising Event at FWCC \(with the help of George Huber\): details to be announced.](#)
 - WILL DEVELOP LIST OF ABOITE NEIGHBORHOOD ASSOCIATIONS AND CREATE A PLAN OF ACTION TO VISIT ALL OF THESE OVER THE WINTER MONTHS . WE NEED BOARD INVOLVEMENT WITH THIS
 - FOUNDATIONS
 - WORK CONTINUES WITH REMC , THE WILSON FAMILY AND TOWER
 - MAY BE TIME TO REVISIT LINCOLN FOUNDATION
- **SINAGE** (Stephanie):
 - Stop signs installation postponed to review placement, positioning, # of signs; we want to make sure with the bollards, striping, etc. that we're not "overdoing it" on markings
 - Yellow bollards and white traffic delineators installed along both Homestead and Aboite Center Roads; reflective tape will be added to bollards.

- Other markings and striping are still being finalized; some marking will be added to indicate a "crossing" where the trails cross a driveway/entrance
- **TRAILHEAD:**
 - work is proceeding; proposal from Leslie Kitch about cost to ANT will probably be presented in December; she asked for more time to work on this as she wants to pursue getting donations/discounts on some of the landscaping items. (Stephanie)
 - We have made an application to Weigand Construction to fund the trailhead structure and concrete work as part of their 100 year anniv. And should hear from them soon. (Gregg)

VI. Calendar

- **New**

Event: Tour of Towpath Trail (by Roger Goodland; Greenway Consort.)

Date: Wednesday, December 7

Time: 10:30 a.m.

Location: Casa parking lot

- **Canceled**

There will be NO ANT Board meeting on Wednesday, December 28, 2005.

- **New**

Event: ANT Board Meeting

Date: Wednesday, January 11

Time: 7:00 pm

Location: Aboite New Trails Office

- **New**

Events: ANT Board Meetings will be the 4th Wed. of the month starting 2/06.

Date: Wednesday, February 22

Wednesday, March 22

Wednesday, April 26

Wednesday, May 24

(Township's Summer Concerts in the Park are on Wed nights so Board meetings will be on Tuesdays in June, July and August)

Tuesday, June 27

Tuesday, July 25

Tuesday, August 22

Wednesday, September 27

Wednesday, October 25

Wednesday, November 22

December to be determined.

Time: 7:00 pm

Location: Aboite New Trails Office

- [New](#)

Event: Freeland Event

Date: May 19, 2006

Time: TBD

Location: Their home, the event will be inside.

Attendance:

x	Jim	Coplen	included
x	Leslie	Ferguson	included
x	Gail	Herendeen	included
x	Bob	Kennedy	included
	Lori	Keys	
x	Barbara	Krisher	included
	Art	Mandelbaum	
x	Scott	Miller	No update
	Mark	O'Shaughnessy	
x	Debbie	Probst	No update
x	Lynn	Reecer	included
x	Sharon	Repka	included
x	Jane	Schmitt	included
x	Stephanie	Schultz	included
x	Gregg	Walbridge	included
x	Elizabeth	White	No update
x	Bill	Zielke	included

Undone business from this meeting (Gail's notes)

- Although there was discussion, we did not identify specific roads that might be more appropriate for a bike lane or some that should have both.