



**Board of Directors Meeting
 and Second Strategic Planning Session
 Agenda
 Quorum: 10**

Event: ANT Board Meeting and Strategic Planning Session
 Date: Wednesday, September 27, 2006
 Time/Loc: 6:30 PM. Eggeman Rd. And Aboite, for photos and ANT office at 7PM
 Prepared by Lynn in Gail's absence

Pre-meeting updates provided by:

(Our Executive Director does not count toward quorum)

		RSVP/Update	Attended Meeting
Judy	Acquaro	1-no update	Yes
Jim	Coplen	2-no update	Yes
Leslie	Ferguson	3-update inc.	Yes
Bill	Hartman	No rsvp-No update	No
Gail	Herendeen	No-no update	No
Bob	Kennedy	4-no update	Yes
Lori	Keys	Yes-update inc.	Yes
Barbara	Krisher	No response	Yes
Art	Mandelbaum	5-no update	Yes
Scott	Miller	6no update	Yes
Lynn	Reecer	7update inc.	Yes
Sharon	Repka	8 no update	Yes
Jane	Schmitt	9 update inc	Yes
Stephanie	Schultz	no response	Yes
Gregg	Walbridge	no response	No
Bill	Zielke	no response	Yes

Contacts for e-newsletter:

Ross	Shelly	Shellyross@msn.com	LR
Beran	Irene	iberan@eacs.k12.in.us	LR

I. Guests to attend board meeting: David Roth, Storrow Kinsella Associates

Short Power Point presentation consisting of:

- pedestrian systems
- SKA experience with above
- assessment of Coventry Lane corridor
- preliminary recommendations and discussion

Board members were inspired by the presentation and made the following comments:

Art: We're bringing trails here; need to make destinations like Village at Coventry safe. We owe it to people who use the trails.

Judy: safety concerns re: accidents and fatalities. We should invite people to Coventry to use the area.

Bob: Great presentation, but some recommendations may be outside our scope.

Art: We can handle simple fixes throughout the area.

RESULT: Construction Committee will make recommendation at October meeting.

II. Consent Agenda: Includes items that are standard, non-controversial, and/or self-explanatory can be consolidated and approved with one motion and vote.

Minutes of Board Meeting. Date: August 23, 2006

- o Motion to approve (Art); Second (Bob); all approved.

Financial report: see attached Balance Sheet & P&L statement.

III. Committee Reports:

PRESIDENT'S REPORT: LYNN REECER

1. Bike About Aboite was really terrific! Great job everyone.
2. Sign problem/donor recognition-discuss briefly.

The issue: Setting a precedent for donor recognition during and after construction. Should any donors other than the originally dictated \$100K givers be recognized for contribution to particular trail during construction? Should property owners be recognized on signs?

Art: Property owners don't give enough value; we dilute the value of companies that give big dollars by putting up signs for property owners.

Bob: ~\$6-7K per property

Leslie: Then why can't \$5K donors be on construction signs.

3. Your updates can be anything you want to say or bring up for discussion. Some of you are not responding still or not rsvping. We need to know if you are coming or not so we don't waste people's time, coming in for a meeting when we do not have a quorum.
4. We need to formalize all committees now and chairs need to keep to a regular meeting schedule. Construction and finance committees well organized now and holding regular meetings. **We still need to establish this for PR and fundraising and have regular committee reports included in our monthly board meeting agenda.**
5. All job description forms turned in by today?
6. Admin. Assistant candidate:VOTE
 1. Over 100 calls and 60 resumes rec'd. 5 interviews held. Exec Committee recommends Maggie Decker
 2. Stephanie: w/highly qualified individual, perhaps "Project Assistant" could be title.
 3. Lynn: a college grad could perhaps grow to a full time position.

4. Art: Be v. cognizant of title; some contributors would look poorly on us having 2 full-time people.
5. Bill Z: Grassroots; keep ourselves at a level we think is appropriate for overhead costs. This is a huge incremental step.
6. Leslie: still critical to outsource instead of jump to full-time position. Impact on donors
7. Judy: Part time don't have paid holidays. Board agreed.
8. Lori: Board approved job description w/paid holidays at August mtg, and this has already been posted.
9. Jane: Motion to approve hiring Maggie part-time.
10. Judy: 2nd. All in favor; motion passed.
11. Art: If she does not accept, motion to give Exec committee authority to hire 2nd choice. All approved.

VICE PRESIDENT'S REPORT: SHARON REPKA

TREASURER'S REPORT: JANE SCHMITT

1. Dollars raised to date, total (Jane): see report
2. Cash in the bank, total (Jane): see report
3. Endowment: Funds allocated (Jane): this will be figured at the end of the year and therefore will not be seen on future monthly updates.
4. Financials will be dated the last day of the month. Board meeting financials will reflect the end of the month prior.
5. Chambers legal bill: (Lynn): Chambers property attorneys came to us to pay legal fees not to exceed \$2500, or they would not allow construction to begin. Need to change policy or understand that this will arise during projects? Bylaws say expenditures over \$1000 need board approval.
 - o Jane: Motion to approve Chambers bill not to exceed \$2500
 - o Judy: 2nd
 - o Art: Asked to see bill and would like to approach attorney to inform him of the donations of all other ANT-affiliated attorneys and volunteers.
 - o All approved motion.

Recommendations by the Finance Committee:

1. *recommends waiting on office construction until receipt of Lutheran pledge of \$100,000 or construction is donated.*
2. *Finance committee charter adoption-VOTE required*
 - i. *Art reviewed charter and felt it was excellent, w/lots of thought put into it*
 - ii. *Leslie: Motion to adopt finance committee charter.*
 - iii. *Scott M: 2nd*
 - iv. *All approved.*
3. *Director needs emergency discretionary spending authority on all future trail construction of 5% of the bid, not to exceed \$10,000 in total. VOTE required*
 - i. *Finance committee recommends 5% contingency built into each project's construction budget, not to exceed \$10K.*

- ii. Lynn, Bob: On the spot decisions are necessary to keep construction moving*
- iii. Sharon: Motion to approve emergency spending authority as stated above*
- iv. Art: 2nd. All approved.*

SECRETARY'S REPORT: GAIL HERENDEEN

GAIL WILL BE ON A LEAVE OF ABSENCE FOR THE BALANCE OF 2006.

EXECUTIVE DIRECTOR'S REPORT: LORI KEYS

GENERAL INFO:

Miles of paved trails, total (Lori): 3.5 miles

Total Sponsored Projects: This number does not include misc. in-kind donations. See "committed project table" (Lori)

Grants

Awaiting Safe Routes to School announcements (\$250K applied for) September 30

Pending application for Agency Funding, CFGFW, for \$10K, announced November 10

Pending application for Towpath Phase IV Funding, CFGFW, for \$50K, announced November 10

Volunteer Needs

Office build-out: please keep in mind contacts for subcontractors & office furniture so that we can configure the office better for our admin assistant

Public Relations

Leslie has done an amazing job keeping up on quickly developing progress. Parkview coverage turned out great on TV, we have ordered signs to recognize donors on Scott & Eggeman, and we have a new inventory of incredible ANT photos thanks to Leslie and her volunteers

Leslie secured a new sign goddess, Peggy Chen, to help design and keep up on our temporary signs. Thanks to Bill Zielke for directing Peggy our way.

Leslie also secured layout assistance for ANT's first annual report, to be produced at the end of 2006

IV. Project Updates (Lori)

Amber Rd.

County Council approved funding at September meeting, thanks to assistance from Bill H., Lynn, Sharon and Art.

County estimates project completion in summer 2007

Covington Rd.

Consultant selection process underway

Projected Construction 2008

Possibility of doing the segment between Eggeman and Scott in 2007*Lynn/Bob

Eggeman

Construction underway, completion projected for end of October

Construction costs to date total \$158,000. Fence relocation on Probst's property was \$10,000; extra drainage improvements were \$8000

MOU needed with Aboite Township Parks Dept. for maintenance

Homestead Rd.

Met w/MSKTD 9/25; they will update plans with ROW lines & signage

Preliminary walk through scheduled w/City & MSKTD October 6.

ROW needed from 15 property owners

Projected bid date February 2007

Liberty Mills Rd

Working on ROW with City and 3 property owners

Projected bid date February 2007

Projected completion April 2007

Scott Rd

Excavation begins 9/26; bridge work begins in mid-October

Estimated Completion November 7.

Towpath Trail

Funding needed for Phase IV design

Working with County on ROW acquisition

Questions on dividing responsibilities between City and County

Signage Project

Signage committee will reconvene in early October to make final decisions on identity signage, trailhead signage, bollards and mile markers for 2006 production & installation. Committee includes Landplan Group, George Baldus, John Ferguson, Barbara Krisher, Dawn Ritchie, Rick Salyer (City Sign Shop) and will add Jerry Brenneman (County).

Projected signage costs for 2006: \$10,000

2007 Construction Priorities

The Construction committee identified 2007 priorities in the following order:

- Aboite Township's "Central Loop" consisting of:
 - Homestead from SACS to Liberty Mills (\$250,000)
 - Liberty Mills from Homestead to Falls Dr. (~\$200,000)
 - Village of Coventry
 - Aboite Center from Coventry Lane to Homestead

- Towpath Trail Phase IVA (Engle to Lutheran) (\$600,000 for trail; \$1.3 million for bridge)
- Covington from SACS to Bridgewater

V. Roundtable items, in need of a discussion (but not a vote).

Maintenance of trail amenities – landscaping, signage, bollards. I feel that until local government gets to a point where they create a Greenway Maintenance division, ANT must assemble volunteer teams to handle small maintenance items such as mulching, weeding, and possibly trash pick up to keep our system looking good and maintain the pride that this community has put into building the system.

DRAFT Budget 2007 – 2009. Lori completed budget projections after talking with other non-profit executives.

- Bill Z – budget needs carryover income amended when budget is deficit.
- Lori will edit budget and present to finance committee at November meeting
- 2007 will be presented by lori to board at Nov 15 meeting

VI. Discussion/Vote: Summarize discussion, state plan & action on a certain item (ie, major board decisions, approval to take the next step in planning, etc.)

Approval to send RFP's for trail design along Aboite Center, Village of Coventry, and Liberty Mills? (estimated design cost \$25,000)

Recommended by Construction Committee. Approval affirmed by board.

FUNDRAISING CHAIR'S REPORT: BILL ZIELKE

LEGAL CHAIR'S REPORT: ART MANDLEBAUM

Lori, Lynn and Art are working on an MOU to be used between property owners, city or county and ANT. Will try to complete in 30 days or less.

PR CHAIR'S REPORT: LESLIE FERGUSON

Press Release and media relations for BAB (ch. 15, papers, etc.)

Press Release and media relations for Parkview (Ch. 33/21 and other print media)

Newsletter in approval stage – hope to go out Monday, Oct. 3

Press Release and media relations for Scott/Eggeman Road construction

Web updates and BAB photos

Brochure – on 2nd draft – expected completion is mid-October-ish

and probably a bunch of other stuff I can't remember!

CITY REP REPORT: BOB KENNEDY

Important news from the city is that Towpath Ph 3 is going to Council next week w/prior approval from Board of Works. City expects to give Brooks Notice to Proceed next week. Trail work will begin in October but will probably not be complete until 2007 due to weather and other unforeseen circumstances.

IV. Calendar

- Events: Upcoming ANT Board Meetings
 - Wednesday, September 27 @7 PM
 - Wednesday, October 25 @7 PM
 - Wednesday, November 15 @7 PM
 - December to be determined.

V. Hand-outs

Sponsored and Comprehensive projects table (Lori)
Financial statements (Jane)
Job Descriptions form (Lynn)
New ANT brochure-sample (Leslie)

V. New Business: Aboite Township Plan from the 1960's

- a. Acquired by Jane Schmitt, plan includes green parkways, pedestrian and bicycle corridors, and a concentric township plan developed around the town center @ Homestead/Aboite Center. Green space, landscaping, and mixed land use to allow for walking and bicycling to destinations was planned!!
- b. This vision never came to fruition in any form
- c. ANT can rescue parts of this and bring this vision forward now
- d. This adds such value to our mission; let's not sit here in 2030 and say "that ANT was a nice idea."
- e. Stephanie volunteered to write a story or "pitch letter" to the media, relating the 1960's plan to now.
- f. The board commends Stephanie and supports this effort!

Meeting adjourned, 9:08 pm

Respectfully submitted by Lori Keys

