



Board of Directors Meeting
 January 24, 2007
 7:00 PM – 8:15 PM
 Aboite New Trails Office

Minutes

Miles of completed Trails: 6.4

Our **CASH DONATIONS TO DATE** are now **\$1.7 million** (total of all of our pledges and donations since ANT's inception).

Our documented **Sponsored Projects total \$5.2 million**. We also have estimated over \$40,000 of in-kind donations. I am working on cost estimates for bike/ped access added to bridges. Both the County and INDOT have notified us of bridge commitments and we have not yet documented those costs.

Therefore it is safe to say our **TOTAL FUNDS RAISED TO DATE ARE OVER \$7 Million of cash donations, in-kind and sponsored projects.**

...so we're all on the same page,
 please commit to memory

Note from Gail: This chart looks really crazy but it's not too bad once you take a minute to look it over...

Committee Updates Due (note these are different dates than previously circulated)	Feb 21	Mar 21	Apr 18	May 16	Jun 14	Jul 19	Aug 15	Sep 19	Oct 17	Nov 21	Dec 12	
Board Meetings (4 th Wednesday of the month except the months in blue)	Jan 24	Feb 28	Mar 28	Apr 25	May 23	Jun 21	Jul 26	Aug 22	Sep 26	Oct 24	Nov 28	Dec 19
Judy Acquaro	X											
Jim Coplen	X				NO							
Leslie Ferguson	X											
Bill Hartman												
Gail Herendeen	X		NO									
Jean Kaste	X											
Bob Kennedy	X											
Lori Keys	X											
Barbara Krisher	X	NO				???						???
Art Mandelbaum												
Scott Miller												
Lynn Reecer	X											
Jane Schmitt	X											
Stephanie Schultz	X											
Gregg Walbridge												
Bill Zielke												

- Anticipated, able to attend
- NO Anticipated, unable to attend
- X In attendance

If your row is not highlighted, it means Gail still needs your list of anticipated conflicts for board meetings.

I. President's Report – Lynn

opening comments:

- o Phase I fundraising is complete.
- o We reached 230% of our initial goal for Phase I
- o Encouraging remarks from an unsolicited \$5,000 donor were shared.
- o Lynn expressed gratitude for Sharon's 5 years of service with ANT.
- o (Bob) trail alignment has been painted in on Amber Road (west side)
- o We have had approx. \$7,000 of in-kind survey work done by a generous donor, owner of McCrea Land Surveying and Standing Ovation Sports Apparel

Attendance:

- o Please look through your entire 2007 calendar and let Gail know if you have board meetings you can not attend. Everyone must let Gail know by e-mail your anticipated attendance for 2007.

- **Article 1, Section 4.4-Quorums:** No official business may be transacted at any meeting unless there is a quorum present. A quorum will consist of at least 2/3 of the members of the Board.
- **Article 7, Section 6.4** of our By-laws states that any meeting of any committee (or the board) may be held my conference call. Please let Jean know if you would like to participate in the meeting via conference call when you are unable to be present. Remember that board members are expected to not miss more than 4 meetings in a rolling calendar year.

Committee Updates: I am asking that you submit your committee updates to Gail on the Wednesday a week before our meetings each month, so that she can email the agenda by Friday (thus the change of dates noted above). This way you will have weekend before our meeting to review the agenda and updates. I am concerned with many of our directors simply stating that they have "No Update", when they serve in a specialized area for ANT.

Strategic Goals for 2007-2009: Review and briefly discuss.

Indiana Trails Advisory Board: I nominated Lori for a position on this advisory board, via Indiana DNR.

Gov. Relations: Gregg Walbridge has offered to help with government relations now.

Vice President Nomination (MOTION): Per our by-laws, I have appointed 2 directors to serve on a nominating committee with me, to fill our VP vacancy. Jane Schmitt and Bob Kennedy agreed to serve in this capacity. We are nominating Bill Zielke to serve as VP of our board. We will take a vote on the election of a new Vice President. [Motion passed without objections](#)

Board Development (DISCUSSION): Do we want to add anyone to our board? We are now at 14 members. Our by-laws do not require us to replace a director who resigns unless we fall under 10 members. However, we may do so if we decide that there is an individual worth requiting who could help us advance our mission.

- [Bill encourages ANT to find board member with strong fundraising ties.](#)
- [Board is to e-mail Lynn with names for potential new board member\(s\)](#)

Financial Support Reminder: Per our by-laws, each director is expected to further the cause of the organization by providing financial support for our mission and/or participating in fundraising efforts on behalf of the organization. Financial support from directors is necessary for the success of the organization as well as to exhibit the confidence of the Board of Directors has in the cause for which they serve. Many thanks to all of you that have made financial contributions to ANT.

II. Treasurer's Report-Jane

Jane will provide her report at the meeting

Endowment: (follow up to previous vote) 2006 funds will be saved in a fund under our control vs. establishing an endowment at the Community Foundation. Finance committee will evaluate the best options available for interest earning potential on these dollars and re-evaluate this opportunity with the Community Foundation at the end of 2007.

- [Finance Committee: Jane S, Lori K, Jim Coplen, Curt Brown. Wally Wetherill](#)

2007 plan for endowment: **MOTION -** Does the board approve to continue to set funds aside in 2007 per the guidelines below? [Motion passed without objection](#)

- 5% of all retained contributions (excluding government grant money)
- all interest income earned in 2006.

- The endowment funds are for “beautification” which will cover trailhead maintenance and possibly landscaping along trails.
- In December 2007, the board will make a motion to either continue, discontinue, or change the plan for 2008.

III. Vice President’s Report

none

IV. Fundraising Report-Bill Z.

Lynn has scheduled a meeting for next week with representatives of Lutheran, the Friends and Family of Dr. Jim Gates and ANT to begin discussions on the concept of a large fundraising event hosted by these three groups to “fill in the gaps” along the 25 mile trail corridor from New Haven to Co. Line Rd. This would include the pedestrian bridge across 24.

[Per Lori: TE application due April 15. Board in favor of not applying for additional funds this year.](#)

V. Public Relations Report-Leslie

No update

VI. Other New Business-All

None updates

VII. Executive Director’s Update - Lori

Administrative Updates

Jean Kaste has completed nearly 2 months as our new assistant and is doing a tremendous job! We have a new donated workspace for Jean (thanks to Stephanie Schultz’s help)

Database training & implementation – Jean is completing the 3rd of 3 training sessions in February for the Telosa software and is working on how we will transfer our database.

Server for the office should be up and running by Feb 1.

Other projects/signage/trailheads

Strategic Goals: each month I am giving special attention to 2 strategic goals for 2007 – 2009:

1. Safety Levels – By using national trail standards, 4 levels of safety will be established by construction committee. The committee reviewed a draft at 1/19 meeting. Committee’s final version will be handed out at February board meeting.
2. Phase 1 Work Plan – see handout

Engineering – sent Request for Proposal in December 2006 to 11 firms for engineering of the Central Loop Trail. ([“Central Loop Trail” is Homestead to Liberty Mills to Falls Dr./Coventry Lane to Aboite Center Road](#)) We received 8 proposals. I narrowed them down to 3 firms per the construction committee’s request: A&Z Engineering, Storrow

Kinsella Associates, and T-E Inc. **MOTION:** The construction committee recommended awarding the design contract to A&Z Engineering for the proposed fee of \$31,400. The final contract amount will be determined when the scope is thoroughly defined with A&Z (including permitting, ROW, etc.) but we estimate it will be within 10% of this amount. Vote to approve this recommendation? [Motion passed without Objections.](#)

Signage – Met w/Baldus Co., City & Co. Govt., & Barbara Krisher 1/12. Discussed materials and placement requirements. City & Co. are concerned about maintenance.

DISCUSSION: Options –

1. ANT design and maintains wayfinding signs thru endowment. [ANT will design & maintain only the specialty signs \(the ones with plastic/glass\). These are planned to include \(1\) Trailhead signs which incorporate a glass cabinet at ~5 designated access points, primarily school areas and fire stations; \(2\) Rest area lectern-style signs with a vinyl map insert and a lexan panel so we can change out maps or info periodically.](#)
2. We ask City/County to maintain signs, but defer to the City/County design specs so that they can replace them.
 - a. [Bob Kennedy has offered the city to do all the signs through the city sign shop.](#)
 - b. [Rick Salyer \(with city\) is to work with Baldus. The county could also have the sign shop make the signs for county trails.](#)
 - c. [*this information will need to be added \(as an addendum\) to the MOU with the city and with the county.](#)

3. A combination of #1 & 2 - ANT develop another MOU for “Trail Amenities?”

Indian Trails Park Trailhead – Gregg Walbridge incorporated comments; Gregg and I met w/Aboite Township Parks Advisory Board and they approved the design, with one change of replacing the proposed trash receptacle w/a “baby bin.” Lynn met w/George Baldus and had great suggestions for making the donor pergola structure the centerpiece of the project.

Rest areas – Jean and I developed a flyer advertising the adoption of rest areas for landscape companies. We’re also working on an MOU with these companies. Lynn already secured our first agreement from Bruce Ewing Landscape.

Revised Map – Met w/City GIS 1/22 to update map, preparing for more of a “trail users guide” for new brochure

Property Owner meetings – Scott Miller and I met with 7 property owners individually in the past 30 days. I bring each property owner a draft of an MOU we created with Henry Najdeski’s help, detailing project timelines and options for transfer of land.

1. I’m developing an FAQ sheet for property owners to address liability, maintenance concerns and other common questions.
2. I asked the City to research existing ordinances for walkways, and we found a need to create new, trail-specific ordinances
3. **DISCUSSION:** 5 out of the 7 property owners have asked us to look at an alternative alignment in their back yards. Along Homestead, REMC has an easement along the back of the 13 homes. Options: Move ahead with alignment along the front, or consider this request?

1. [It is the decision of the board to explore the option of building trails with this alternate alignment.](#)

2. Construction Committee will work to get map of all easements so these off-the-road options can be considered as we move forward in Phase II.
3. Even though trails paralleling main roads has been the focus of ANT thus far, off road easements is something to board has agreed to further investigating.

VIII. Project Updates- Lori

Eggeman Rd.

Barrier – fence approved via email vote for \$10,500. This will be a separate contract between ANT and Gleave Fence Co. to save money. Met w/Mike Eckert (Co. Hwy.) and Seth Gleave on 1/16 to discuss placement, county restrictions and construction details of fence.

Scott Rd.

Brooks submitted a timeline with estimated completion in May.

Covington Rd.

Met w/City and BF&S

Estimated construction costs are ~\$500,000 higher than what we estimated w/A&Z in our TE application.

DISCUSSION – Phasing the project. How to best raise funds for the remaining phases? Options: Bob states that in 2 weeks we will have a better cost estimate so we will revisit this next month. IF we have to phase, our order will be as follows:

1. Eggeman to Scott
2. W.Hamilton to Scott
3. Scott to Inverness Lakes

New TE Application: Lori is working with County Highway to submit a new TE application defining the \$1.25 million project (\$1mil TE funds; \$250K local match) secured by Senator Long. The application will allot \$700,000 toward the Towpath and \$300,000 toward Homestead from Aboite Center to Covington. Our goal is to raise the \$250K match through Towpath Trail partnerships.

Amber Rd.

County bid the project December 19, 2006. Estimated completion November 31, 2007.

Liberty Mills Rd

Amber to Homestead – Landplan will have final design in February

1. Anticipated bid – end of February
2. Anticipated construction April 2007

Homestead to Middle Grove – in design with LandPlan

1. Right of Way acquisition needs are unknown; meeting w/Landplan 1/31
2. Goal to bid with designated segments of Central Loop trail in July 2007

Middle Grove to Falls Dr.

1. Will be engineered w/Central Loop Trail.

Homestead/Aboite Center Intersection

Construction committee needs to see design options from Landplan

Met w/SACS 1/16.

Meeting w/Landplan 1/31

Landplan will present options in February for City Routing

Project will be bid in March with ANT's first trail project or SACS site work, whichever occurs first.

Towpath Trail

Scope of Work for County to send RFO according to TE process

Estimated cost of Phase IVA

Wabash and Erie Canal Towpath Trail

Phase I:

Rockhill to Taylor/Ardmore (City/Consortium). Bid September 2007; anticipated completion Spring 2008.

Phase II:

Taylor/Ardmore to Smith

Phase IIA: To Covington (City/Consortium). 2007

Phase IIB: Covington to Smith. Estimated cost = \$1.1 million.

Phase III:

Smith to Engle (City/ANT/Consortium/Parkview) Construction 2006-2007

Phase IV A:

Engle to Lutheran Connection (funded through portion of INDOT \$). Construction 2008-2009. Estimated cost \$785,980

Phase IV B:

Lutheran Connection/BSA Office Loop (ANT funded through task force partnerships. \$4000 raised to date). Est. cost \$546,000. Construction 2009

The board decided to eliminate the proposed segment which paralleled the road in front of Indiana Wesleyan and Verizon. This piece originally provided the connection to Lutheran; however, now that we have the partnership with American Senior Communities to connect directly through their property to Lutheran, the segment along the road (Olde Canal Place) is not a necessary piece of the Towpath. Lori will get the maps changed to reflect this.

IX. Staff

(Lynn) I will be holding Lori's annual review Monday the 22nd. Bill will be attending as well, as a representative from the board.

X. Calendar: ie, board meetings, sub-committee meetings, public meetings, fundraisers.

[See above for Board Meetings](#)

XI. Hand-outs

Sponsored projects table

Construction Work Plan