



Board of Directors Meeting
 February 28, 2007
 7:00 pm – 9:15 pm
 Aboite New Trails Office

Agenda

Trail Miles: 6.4
 Total Cash and Pledges raised to date: \$1.9 million
 Sponsored projects: \$5 million
 Total Fundraising: \$6.9 million

*Note: Sponsored projects were reduced from January, as I found that the \$500K commitment from the city was already entered in our books. However, the numbers now include estimates for land donations. We have additional commitments with no cost estimates yet; e.g. SR 14 west of Scott, bridge rehabilitation projects. Therefore we are publishing \$7 million total of cash donations 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			Feb 21	Mar 20	Apr 18	May 16	Jun 14	Jul 19	Aug 15	Sep 19	Oct 17	Nov 21	Dec 12
Board Meetings		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	X										
Jim	Coplen	X	X			NO							
Leslie	Ferguson	X	X										
Bill	Hartman												
Gail	Herendeen	X	X	NO									
Jean	Kaste	X	X										
Bob	Kennedy	X	X										
Lori	Keys	X	X										
Barbara	Krisner	X	NO				???						???
Art	Mandelbaum		X				NO	NO					
Scott	Miller		X							?	?		
Lynn	Reecer	X	X							NO			
Jane	Schmitt	X	X										
Stephanie	Schultz	X	no		NO		?	?					
Gregg	Walbridge		no										
Bill	Zielke		X										

NO Anticipated 2007 attendance, unable to attend
 X In attendance

I. Guests to attend board meeting
 none

II. President's Report (Lynn)

Negative Press/Consortium: There has been some negative press (editorials) by the Greenway Consortium who appear to be upset with the attention given to ANT. This negative press seems to undermine our "cooperative" front.

DISCUSSION (new item) **Gregg Walbridge** requested a leave of absence for the remainder of 2007 and the following points were made

- **L.O.A. Policy:** ANT does not have a policy on leave-of-absences and it was the decision of the board not to write a policy at this point.
- There is no other not-for-profit (of which anyone was aware) that has a policy on (or allows) LOA.
- This request is somewhat complicated by Gail's 6 months LOA taken after her surgery and her daughter's accident.
- **Attendance:** ANT by-laws states that board members may miss no more than 4 meetings per year and no more than 2 in a row.

- **Update on Gregg (3-7-06):** Lynn reports that Gregg Walbridge has agreed to stay on the board provided that he can take a break from his construction committee and trail head coordinator responsibilities. I told him that we would find replacements to fulfill these duties. Gregg has put in a great deal of time, effort and expertise into this project and I know I can speak for the entire board when I say that we are very grateful for his service. Thanks so much for staying with the project, Gregg. You are a real asset to our mission.

Board Member Code of Ethics This came from another board in town that recommends using this document to prevent problems from occurring like they experienced. Please review the attachment, print and return your signed copy.

DISCUSSION Donor Recognition:

Levels: Do we need to reevaluate our levels? Board agrees to leave donor recognition as is, changing only specifics of when press releases are given.

Naming: Board discussed different scenarios and feels it is OK to have a named trail with a rest area with a differently named donor.

Cumulative Donations: donor recognition will be based on cumulative total from a donor.

VOTE Check signers: Our two check signers will be Lynn Reecer and Jane Schmitt. (Our auditors requested that we approve this in a board meeting.) Motion approved without objection.

City Council: 4th district. Do we know of any good candidates?

New Board Member: Do you have any nominations for candidates? Board identified these needs that a candidate may meet:

Fundraising ties (Scott Miller will call Kimbrough)

Developer (Bill Z will call Barry Sturgis)

Person who is willing to put in the time

Someone who can access federal funds (Bob K. feels there's not a "pot of gold" here)

Tower Bank: Met with Tower Bank and two Trust Officers this week: we have a couple of great new opportunities now with 2-3 foundations that Tower manages. I will explain at the meeting. Lynn & Lori have turned in applications to the Goldstein Foundation and the Rothchild Foundation. These are potential sources for matching funds.

NEREMC: met with President yesterday with Lori. Thanks to Stephanie for helping us set up this first meeting with this utility with her contact. Good call. Opened the lines of communication between REMC and ANT.

DISCUSSION Lake City Bank opportunity: This is very exciting. John Ferguson called me last week about this potential partnership opportunity. Please read the email from Ferguson (below) regarding the arrangement. I need to know if any of you see any problem with this proposal before I get back to them tomorrow. They need our approval to proceed. Board approves proceeding with this opportunity.

"...Lake City will be opening a large new office on West Jefferson in mid-June of this year. It will house the Wealth Advisory Group, the Commercial Banking Group, Private Banking and full retail office.

In order to draw customers to the new location we are considering a donation to Aboite New Trails for every account opened. This could be a tiered amount depending on the type of account opened.

Another consideration is, in order to encourage attendance at the VIP Grand Opening, that for each guest who attends the event some amount of money will be donated to the Trails. We have a pretty aggressive need to get southwest residents into the new building and we believe this incentive would be just the right vehicle.

We are hoping that your group will be willing to work with Ferguson Advertising and Lake City Bank to craft the perfect program that will benefit the Trails and show the bank's commitment to Allen County..."

III. Treasurer's Report (Jane)

Cash in the bank, total (Jane): \$644,023 of which \$311,500 is temporarily restricted (see attachment)

Financial Reports for approval: (handout)

VOTE: Motion to approve and pay bill from DWD of \$3400 when audit is complete. **Motion approved without objection**

VOTE: Motion to approve accepting donations by credit card (MC, Visa, Discover, American Express). **Motion approved without objection**

- o Company: Term Net /Mike Stanford.
- o Cost: \$60/year plus approx. 22 cents per transaction and 2.5% of donation.
- o Mike will donate credit card machine.
- o The contract with Mike can be cancelled without penalty at any time.

VOTE: Motion to approve signing 5 year rent free lease with Reecer Properties. **Motion approved without objection**

VOTE: Motion to adopt Employee Handbook. **Vote tabled until Employee Handbook is reviewed by all.**

REPORT: Finance Committee is reviewing results of audit. Audited Financial Statements will be available at the March board meeting. BKD will prepare the 990 which is due 5/15/07.

New donors from 1/1/07 -1/31/07 (Jane):

Jogger

Scheil, James

Doermer Family Foundation, Inc.

IV. Vice President/Fundraising Report (Bill)

Board's Fundraising commitments:

Donations: many grant application ask if we have 100% of the board financially supporting our organization. Each board member has been asked to make a donation for 2007.

Corporate Contact: each board member is to make at least one business contact on behalf of ANT. If you are not able to ask for the donation, please at least get an appointment for Bill and/or Lynn.

DISCUSSION Joint Fundraising Effort to "Fill in the Gaps" (the gaps would be the unfunded portion of the towpath and the bridge over 24): INITIAL PLANNING MEETING WAS HELD TO DISCUSS MAJOR FUNDRAISING INITIATIVE ASSOCIATED WITH THE TOWPATH TRAIL AND THE BRIDGE OVER 24 . REPRESENTATIVES FROM LUTHERAN HOSPITAL, FRIENDS OF DR. GATES AND ANT ATTENDED. THERE ARE A NUMBER OF ISSUES THAT NEED TO BE DISCUSSED WITH OUR BOARD TO DETERMINE THE LEVEL OF INVOLVEMENT FROM ANT AND THE IMPACT ON OTHER FUNRAISING ACTIVITIES. **Summary:**

The proposed bridge over hwy 24 will be an estimated \$2.5 million

Bridge is really more of a memorial (for Jim Gates) as there is a planned safe way to cross hwy 24 without the bridge.

Fundraising for the bridge can/will affect our ability to fundraise for trails.

ANT will support the efforts of Friends of Jim Gates and Lutheran hospital but ANT will not be the driving force behind it. ANT will not fundraise for it, we will not use existing funds for the bridge.

Bill will call Tom Miller to discuss this.

Grass Roots Events: SOME EARLY PLANNING IDEAS HAVE BEEN SUBMITTED BY JUDY AND MEGAN, INCLUDING A RUN/WALK ON THE TRAILS, A BIKE –A - THON, TRICK OR TREAT ON THE TRAILS, A CASUAL / FUN EVENT FOR ADULTS AS WELL AS OTHERS. THE KEY TO MAKING ANY OF THESE HAPPEN WILL BE COMMITTED, RELIABLE ADULT VOLUNTEERS.

The board feels these are great ideas but for each even would like summary of the event, cost & number of volunteers needed.

Neighborhood Meetings: SEVERAL HAVE TAKEN PLACE AND MANY MORE ARE SCHEDULED. THIS IS A GREAT WAY TO SPREAD THE WORD ON THE TRAILS AND MAYBE RAISE SOME MONEY AS WELL. AS WITH EVERYTHING ELSE, VOLUNTEERS ARE NEEDED TO MAKE THESE PRESENTATIONS.

Fundraising Phases: AS WE ARE ABOUT TO CLOSE PHASE 1 OF THE ABOITE TRAILS PROJECT (AT LEAST FROM A FUNDRAISING PERSPECTIVE) WE WILL BEGIN TO DEVELOP A PHASE 2 FUNDRAISING STRATEGY. AGAIN, THIS STRATEGY WILL BE A FUNCTION OF WHAT RESOURCES ARE AVAILABLE TO US TO DO CORPORATE VISITS, APPLY FOR GRANTS ETC.

City's Match: THE CITY HAS PUT THE FINAL ADMINISTRATIVE STEPS IN PLACE TO FULFILL THEIR \$500,000 MATCH TO THE STATE CONTRIBUTION.

V. Public Relations Report (Leslie)

VI. Other New Business (Grassroots Committee)

VII. **VOTE Bike About Aboite:** No vote taken. GRASSROOTS COMMITTEE WISHES TO HOLD A RUN/WALK INSTEAD OF BIKE ABOUT ABOITE. The board will support the recommendation made by the Grassroots Committee. However, the board does want them to continue to have this event and very much so. We would prefer they add the run event rather than replace the bike event. Participants have expressed concerns about riding on roads. Over 6 contiguous trail miles should be in place by fall, but with no big loop trail yet, crowded 2-way bike traffic could be dangerous. Area cyclists, not wanting to participate in a slow trail ride, have asked us to bring back the long road ride. Bike About Aboite has made a name for itself and was very positive last year. Grassroots Committee is most concerned about logistics and safety. Options:

- o fall BAB only – decide if ANT wants to sponsor family ride only on trails
- o fall Run/Walk only
- o both events (Sept. & Oct.) – many more volunteers would be needed. Grassroots Committee asked if new volunteers would be in charge of BAB in this case.

The **Grassroots Committee** is looking to expand from two people up to ten. They are considering meeting every other month and as needed

Other Dates FYI: (see calendar below)

VIII. Executive Director's Update (Lori)

Administrative Updates

New ANT Suggestion Box! – When you visit the ANT office, feel free to drop suggestions (anonymous is fine) in the box outside the office door. Jean prepared this display so that ANT operations are accessible to any board members, volunteers, or visitors. We welcome your input.

Neighborhood meetings – Jean is updating contact information and contacting **over 115 neighborhoods** in Aboite Township to arrange presentations. Mike Walley and Court Newcomb volunteered to take presentations when they are available, and Lori covers presentations when she is available and a volunteer is not. Many thanks to board members Leslie Ferguson, Lynn Reecer, and Bill Zielke for covering additional presentations this past month. Status:

- Approx. 25 presentations scheduled so far in 2007

- Waiting to hear back from ~35 more
- ~20 will contact us when meeting dates are set
- ~20 asked Jean to contact them in fall

Grants Committee – will regroup March 7 to determine how to best utilize resources for 2007. Currently we have Lori, Jean and 4 volunteers on this committee; we aim to increase the # of volunteers helping with grants this year, especially to help with smaller, rolling deadline applications.

Public Information meetings – (see calendar below)

“Trees for Trails” – a new non-profit would like to partner with ANT to get trees planted along appropriate trail corridors. This is a possible fundraising opportunity for ANT, as well as a way to increase environmental friendliness without using many of our own resources. We are looking for a board volunteer to determine specifics of this partnership and report back to the BOD.

Other projects/signage/trailheads

Trailhead:

- (Gregg) Canterbury looking for a spring volunteer project. Consider using students for volunteer labor for trailhead landscaping.

DISCUSSION (Lynn) [Board has many concerns \(size of signage, maintenance needed for proposed planting, etc\).](#) Gail and Lynn will meet regarding this.

DISCUSSION Safety Levels – Review for Board. Comments will be incorporated; Safety Levels document will be emailed to Board prior to 2/28 meeting. [Criteria will allow ANT to stop construction if standards are not met.](#)

Future Opportunities (Utilities)

- REMC meeting 2/20 – most easements are general utility easements, not REMC owned.
- AEP sent map of Aboite Township – will look into Devil’s Hollow utility corridor and meet individually with senior right of way agent
- Will present to utility companies with Regional greenway groups. Planned for Spring 2007 with Dawn Ritchie

New Business

- **City ROW** – need to clarify if homeowners have the choice of dedicating trail easements or deeds. Bob will talk to Jim Deathe.
- **TE process** – meeting next week with INDOT local office. To do: meet with Governor’s new Chief of Staff, Earl Good?
- **Developers** – New comprehensive plan contains good recommendations but no teeth. Gregg – now is not a good time to try enforcing trail ordinances b/c housing market is depressed. Best to stay in touch with City and County Planning and make recommendations as strong as possible as developments arise.
- (Bob) **New City Environmental Director** Wendy Barrott – one of her tasks is implementing 25-50 miles of bike lanes; independent of ANT and trail plans. Sharon Repka is sitting on this new committee, which is just getting started.

IX. Project Updates (Lori)

Homestead Road

VOTE Homestead/Aboite Center intersection – Review options from Landplan and choose recommendation for Board. Committee (with input from SACS) agreed to replace trail segment from Summit MS drive north to Aboite Center, connecting to new “hub.” Landscaping will be minimized and low maintenance, subject to SACS approval. Vote needed – Increase contract amount by \$800 for final construction documents, to cover needed cross sections, and routing plans to City and incorporating all comments? [Approved increasing contract amount.](#) [Final design plans not discussed by board.](#)

ANT may incur additional costs for survey, if SACS does not have topo survey for this intersection

Eggeman Rd

fence will be installed by Gleave as soon as snow melts. Fence will have top rail only; ANT will determine if bottom rail needed.

Scott Rd.

Projected completion projected May 2007. Gregg Walbridge informed John Brooks that better performance is expected by ANT, and John Brooks agreed to more closely supervise.

Project addition to access shopping center/SR14 – Rev plans

Strebig – final acceptance of bridge/need to complete handrails. Handrails should match bridge – vertical “spindles” needed in this case. ANT will strive to maintain a consistent look for all bridges.

Covington Rd.

Consultant selection: Negotiation in progress with 3rd consultant, Lehman & Lehman from Mishawaka

Amber Rd.

(Bill Hartman & County Highway Staff) – Wayne Asphalt chosen as contractor. Right of way clearing should begin in March. A couple of properties are in condemnation and are expressing disapproval of the trail as one of their arguments. Lori submitted to County Highway R/W the original map from GAI's feasibility study, which is referred to as 'Exhibit A' in our MOU with County and City, showing the original proposed trails adopted by the 2030 Transportation Plan. Amber Rd. is included on this plan.

Liberty Mills Rd

Amber to Homestead - Projected April 2007 Construction. 3 properties needed. Vet Hospital should be finalized 2/27. Remaining issues are Bailey property and Tazians. Lori contacted arborist to review Bailey design. Discussion: Take Woodlands section out of Tazians ROW? Yes. Create new ramps and move trail toward the road, away from Woodlands' common area. Offer a stub to tie into Woodlands' sidewalk, in exchange for property we still need donated along the home east of the subdivision. Lori contact Tazian for final meeting. Gregg will step in if unresponsive.

VOTE: Homestead to Middle Grove – Vote Needed: Increase Landplan's contract by \$4300 (not to exceed) to cover cross sections, submittal to City and subsequent reviews, and erosion control plan? APPROVED by committee, provided Landplan can meet deadline for June 2007 bid date. Board: [Motion approved without objection.](#)

Aboite Center

DISCUSSION: Proceed with South or North side only? – Budget \$260,000

Committee: Give A&Z direction to proceed with survey & design of trail along South side only for 2007, due to budget and property restraints. Construction cost estimates for north side came in much higher than south, and funds for Aboite Center construction are not yet raised. [Proceed with South Side.](#)

Towpath Trail

Possible to raise enough funds so that \$50K from Community Foundation does not have to go toward match? Due to several recent invitations from foundations interested in the Towpath, we could realistically raise the \$250,000 match this year. If so, the \$50K from the Community Foundation will not need to go toward the match, meaning that we may be able to proceed with our own process of consultant selection. (note, the Federal TE process has affected the Covington consultant selection, which has taken over 6 months.) Bill Hartman and Lori will work on the RFQ or RFP and check with INDOT on 2/23.

X. **Staff Updates (Lynn)**

Lori accepted into Young Leaders Leadership Institute: I nominated Lori for one of 25 spots in this upcoming leadership seminar that will be held on Saturdays for several weeks this spring and she was accepted. They apparently received many more applicants than they had spots available. This is a terrific career development opportunity for Lori and I know she will do a great job representing Aboite New Trails, as well. Way to go, Lori!

XI. **Calendar**

board meetings listed above.

03-21-07	7 PM	Neighborhood Presidents Information meeting	HHS Freshman Academy
04-16-07	7 PM	ANT Public Information meeting	HHS Community Rooms
04-13-07		Scott Road Presentation to Businesses at Scott & Illinois	(Shoppes at Scott Rd.)
04-23-07 04-27-07		Eggeman Rd. Ribbon Cutting Ceremony	Eggeman
05-00-07		National Bike Month	
05-18-07		Indiana Bike to Work Day	
05-18-07 05-25-07 05-30-07		Scott Rd. Ribbon Cutting Ceremony	Deer Ridge
06-01-07 06-03-07		Dedicate Indian Trails Trailhead?	
06-03-07		National Trails Day	
09-08-07		Run/Walk event, or Bike About Aboite?	
10-03-07		National Walk to School Day	
10-27-07		Trails Trick-or-Treat	from fire station on Scott Rd. to fire station on Liberty Mills
11-10-07		"Denim and Diamonds"	casual affair/fundraiser at Landmark?

XII. **Hand-outs**

Committed projects table
 Updated donor list
 Code of Ethics (at meeting)
 Construction Work Plan
 Safety Levels

e-mail attachments:
 Employee Handbook
 Restricted Funds
 Balance Sheet
 P&L