

**Friends of the Little Miami State Park
TEAMS Online General Board Meeting 02-09-2022
Meeting Agenda**

Call to Order: Steve Murphy

Introduction of Board:

Steve Murphy	President	Present
Opening	Vice President	
Dick Feldmann	Treasurer	Present
Becky Retzer	Secretary	Present
Larry Bloomfield	Member at Large	Present
Bruce Cortright	Member at Large	Present
Rick Forrester	Member at Large	Present

Introduction of Members and Guests:

Brad Frericks
Tom McCray

Approval of Minutes from 2021-11-14: Becky Retzer
Becky Motioned, Dick Seconded

Treasurer's Report - Dick Feldmann

Cash on Hand:	9/30/2021	1/31/2022	Change +/-
Unrestricted	\$82,914	\$116,332	+33,418
Restricted	9,726	10,840	+1,114
Safety	737	737	
Memorial bench & Kiosk	7,536	113	
Corwin Shelter	1,453		
Morrow Rest & Info Station		10,000	
Reserved	1,350	1,350	0
Pollinator garden program	1,350	1,350	
Operating Account	41,511	56,088	+14,577
Savings Account	52,422	72,434	+20,012
Receivables	57	0	(57)
Total	\$93,990	\$128,522	+34,532

Treasurer Narrative: Dick Feldmann

- Financial Statements sent to board on February 2nd
 Roscoe Pizza donation for shelter closed out.
 Spring Valley kiosk/donation from Applebaum (Aug 2020) closed out.

MOTION to the board: That they accept the year-end financial statements as reviewed. **Dick made motion, Rick seconded. Approved**

MOTION to the board: That the year-end financial statements be provided to Fermann & Co., LLC, CPA to complete our Federal and State annual filings for a cost not to exceed \$1000. (Last year they charged us \$750.) **Dick made motion, Steve seconded. Approved**

- Major Income items – Applebaums

\$10,000

To be used for Morrow Rest and Information Station at Phegley Park

Specifically, for the placement of a Memorial Bench and Information kiosk.

The Applebaums would like their business, “Appletree Pet Clinic in Deer Park” mentioned on appreciation plaques as we’ve done with their last major donation.

Caroline Whitacre, Morrow Village Administrator is excited to make this part of their planned improvements to Phegley Park.

MOTION to the board: That we accept the Applebaums donation of \$10,000 with the restriction that the grant be used to install a memorial bench and build and install an information kiosk at Phegley Park. This is contingent on Little Miami State Park Manager also approving the project. **Dick made motion, Becky seconded. Approved**

- Other Major Income Items

Robert Wones, Anne Bennett - \$500

Author M. Clayton Charitable Fund - \$500

Woodward Family Charitable Foundation - \$2,000

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Demuth Family Fund - \$500

Julie and Rafael Garcia Giving Fund - \$10,000

Steve Murphy - \$1,000

Paul and Anne Lucky - \$1,000

Matthew Krumanaker - \$500

Northrop Charitable Giving - \$1,500

Dr. Robert L Reed Trust - \$1,000

Memorial Benches

Deron Oleary \$1,500

Pamela Harsacky \$1,500

- Major Expense items approved and paid

Oct. Advantage Storage - \$1,582 – annual renewal of storage unit for near north cache.

Oct. Roxanna Storage - \$1,440 – new annual payment for storage unit for far north cache.

Nov. City Barbeque - \$817 – dinner at annual meeting (Annual meeting came in at about \$1000).

Nov. RJ Thomas Mfg Co - \$2,887 – 2 Memorial Benches.

Jan. Results Plus Software by Metafile annual license - \$1070

Jan. Navigate Tomorrow, Annual Web Hosting fee - \$385

- Expenses requiring board motion

Purchase liability, property, non-owned auto, and volunteer accident insurance policy package for 2022 from SFM Insurance for a not to exceed amount of \$2500. **Approved by board through e-mail vote on January 19, 2022.**

Previous Oct. motion: Atlantic Casualty Insurance, General Liability Policy - \$3000 – **Rescinded.**

MOTION: UPS Store, Mail Drop annual renewal not to exceed \$400. (Last three years were \$300.)

MOTION: Constant Contact account funding not to exceed \$500 (Typical is \$456 for appx. 6 months.)

Mileage rates for 2022

IRS issues standard mileage rates for 2022 of 58.5 cents per mile, up 2.5 cents from 2021.

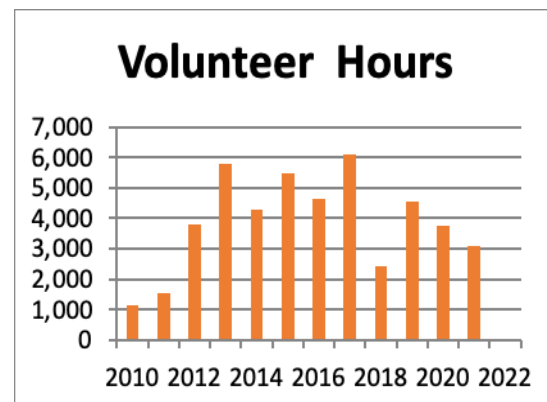
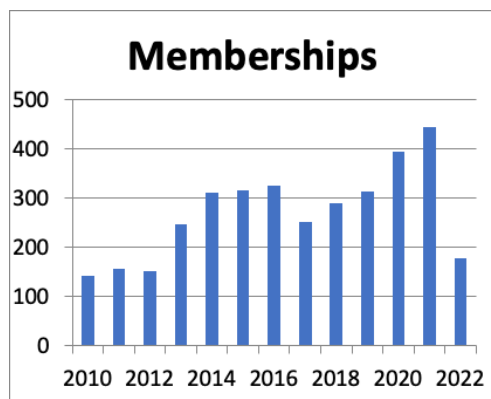
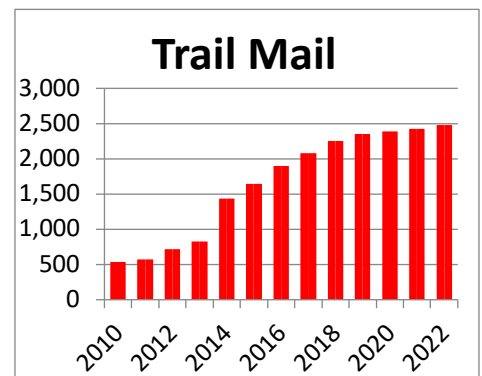
MOTION: Move that we pay volunteers who are using their personal vehicles on the trail to perform trail maintenance 58.5 cents per mile. Move we pay volunteers who are hauling supplies and equipment 68.5 cents per mile while hauling. The actual milage rate will continue to be up to the volunteer.

Dick made motion for the UPS Store, Constant Contact & IRS Mileage Rates for volunteers. All approved

Chain Link Fence Motion – Tom McCray reported the need for the chain link fence at Corwin Road trail crossing about 2 miles south of Corwin (approx.. MM 16.2). Tom agreed to manage the project. Cost to be around \$2,200. **Tom motioned that we purchase the chain link fence for up to \$2,200. Rick Seconded. Approved.**

Metrics: Steve Murphy

	<u>11-14-2021</u>	<u>02-09-2022</u>	<u>+/-</u>
Trail Mail:	2,429	2,475	+46
Memberships:		177	+177
Volunteer Hours:	3,084		
Facebook "Followers":	2,012	2,025	+13
Facebook "Likes"	1,865	1,870	+5
Twitter "Followers":	60	60	+0



STRATEGIC PLAN.

1. Safety
2. Condition & Drainage
3. Volunteer Management
4. Amenities/Convenience
5. Beauty
6. Outreach
7. Administrative

2022 PLANNING

- ANNUAL MEETING.

- Currently 3 Board members are up for election this year 2022, i.e. Secretary and two Members at Large. In addition the position of Vice President is open.

Current Board members:

- Becky Retzer, Secretary 2-year term 2022-2024
- Rick Forrester, Member at Large 2-year term 2022-2024
- Larry Bloomfield, Member at Large 2-year term 2022-2024

- SUCCESSION PLANNING. It's time to give more thought to "succession planning". Pete Hostetter is a case in point. Pete is 81 years old and has come to the conclusion that blowing the southern portion of the trail isn't as much "fun" as it used to be. So Pete has trained Linda Buschmann as his successor and allowed for an entire blowing season for the transition.

From a personal perspective, it is my intent, God willing, to serve as President for only one more term, i.e. 2022-2024.

We have built a vibrant, effective organization that requires new blood and new ideas to continue the tradition.

- MONTHLY BOARD MEETINGS. In addition to the Annual Membership Meeting, do we want to schedule some number of monthly Board meetings as “in person” meetings versus “remote” meetings --- considering the reality of Omicron?

- **Discussion:** Look at later in the year – June/July. Rick suggested we have more in person meetings where we invite and hear from our volunteers. Dick proposed a Spring, Summer, Fall in person meeting.

- BYLAWS. We are required to 1) publish any proposed changes in our ByLaws for two Regular Monthly Board Meeting thus giving our Board and the community at large 2 full months to review and comment on said proposed changes and 2) to vote on said Proposed changes at the Annual Membership Meeting.

1. Changes to the scheduling and to add flexibility in the scheduling of the Annual Meeting of the Members.
2. Changes to the regulations to reflect changes to policy and procedures that have already occurred through normal conduct of business.

3. Changes to add flexibility in amending the regulations.
4. Editorial changes to the document to correct errors in English language usage or improve presentation.

Janet included in the January Trail Mail a small box that also directed readers to our website to review the changes - so I believe we have the month of January covered.

Becky will ask Janet to be in another invitation in our Trail Mail in March.

- INSURANCE. Dick Feldmann

Liability and equipment insurance coverage renewed in January

Three take aways from this process:

1. Safety is paramount
2. Insurance requirements for subcontractors
3. Volunteer auto insurance coverage requirement proposal

Dick Feldman and Fritz Buschmann worked together to find improved coverage

1. Better liability and umbrella coverage
2. Added non-owned auto liability coverage
3. Added Accident Insurance
4. No change in the equipment coverage

Prior insurance premium \$2,726.45

Renewal insurance premium: \$2,295.00

Difficult to find insurance due to a 2016 liability claim and to the tree removal/trimming

6 insurance companies declined to offer coverage

Loss resulted from a tree trimming project. A biker ran into just cut down branch and crashed.

\$2,044 medical bills. The volunteers did not watch for trail users.

Two broad insurance markets. Surplus Lines & Standard Market

Prior insurance in Surplus Lines (Big gaps in the liability coverage)

Moved to the Standard Market

Key take away: Safety at the work location. Have lookouts for trail users

If another claim occurs, obtaining proper liability insurance would be extremely difficult.

As a reminder, the ODNR guidelines limit our tree removal to less than 6 inches.

Questions Raised by Volunteers

1. What coverage exists for volunteers while working on the trail?

The State of Ohio's workers compensation coverage no longer covers volunteers.

We purchased an Accident Insurance policy to partially address this area.

The Accident Insurance provides limited coverage for the volunteer. (\$100,000 Max Benefit.

Accidental Death \$25,000. Accidental Dismemberment \$50,000. Accidental Paralysis \$50,000)

\$300 premium

Accidental Insurance applies excess over the volunteer's other insurance such as health insurance and auto insurance.

If a volunteer injures another volunteer, the at fault volunteer's homeowner and personal auto insurance policies may apply.

2. What coverage exists if a volunteer injures a trail user??

The FLMSF's liability insurance provides coverage.

The volunteer's homeowner policy and personal auto policies also may provide coverage.

Auto Exposures

Non-owned Auto Liability coverage protects the FLMSF for a volunteer's use of their personal auto. The volunteer's personal auto policy protects the volunteer.

Examples include: A volunteer runs an errand to the hardware store on behalf of the FLMSF. A volunteer pulls the blower on the road and on the trail. The volunteer drives on the trail during a work project.

\$298 premium for a \$1,000,000 liability limit

Requirement of West Bend Insurance Company

When the FLMSF uses a subcontractor for work, they want us to obtain a certificate of insurance for their general liability, auto liability and workers' compensation and to require the sub's insurance to name the FLMSF as an additional insured.

These requirements are standard practice in the commercial insurance world.

Question: Who obtains this certificate of insurance? Who keeps the certificate? Fritz suggests the Treasurer handle this task since this position handles the insurance.

Volunteer Auto Insurance Documentation

Here is a proposal to address the auto exposure presented by volunteers.

We ruled out one insurance company that would not offer the Non-Owned Auto Liability Coverage. They said there were too many volunteers, and the auto presented an uncontrolled exposure.

How do we know that volunteers carry auto liability? How do we know the limits of liability coverage they carry on their personal auto policies? In Fritz's insurance career, his company paid numerous claims due to people without insurance and due to people that only purchased their state minimum limits. (Put a disclosure on our volunteer form)

Here is Fritz's proposal:

1. When a volunteer signs up, ask for a copy of their personal auto policy's declaration page.
2. On an annual basis, obtain the auto declarations page from any active volunteers in the prior six months.

3. Set a minimum insurance requirement of \$100,000/\$300,000/\$100,000. These limits represent a bodily injury limit per person/a bodily injury limit per accident/a property damage limit.

- **VOLUNTEER MANAGEMENT.** Becky Retzer.

- Making progress with set-up and beginning to add current volunteers, areas of service.
- Linda & Fritz Buschmann helped total hours per volunteer for 2019, 2020 & 2021 so data ready to input into Volgistics.
- Working on uploading ODNR forms into Volgistics. Will work with Don re. sending out reminders - new procedure will be 2 years from the date we receive their form.

Discussion on whether we need to hire a temp to enter data – Becky believes she and Linda will be able to get all the current data imputed. Soft-start by end of March is goal.

- **GRANTS.** Becky Retzer

- Have a new volunteer who is organizing and setting up a calendar when to write letters of inquiry and/or apply.
- If any special projects - please let me know so Mike can see if there are any grants that will fit.

- **KIOSKS.** Becky Retzer

- History posters are being printed.
- Morrow - Dick and I conference call with Carol to discuss kiosk, bench and other ideas to help move forward with Phegley Park.

REPAIR STATIONS – Dick Feldmann

Fosters – Not until after road and trail reroute.

Spring Valley - Village council member and Spring Valley ACTs member would like a Bike Repair Station added to our Rest and Info Station in Spring Valley Founders Park. Dick suggested we provide 50% to 100% of the cost and labor to purchase and install. **Dick will get cost and put out a motion to purchase and install a repair station in Spring Valley.**



SIGNAL POLES. Bruce Cortright.

Two old railroad signal towers in Indian Hill water works area.

Bruce motioned to get two faces for the signal poles for Terrace Park up to \$500. Dick seconded. Approved

REFORESTATION – Rick Forrester

Rick reported that Melissa would like some larger trees planted this year in Morrow and Camp Dennison. Bruce said that the trees at

Camp Dennison should be covered by a ladies group. Becky suggested that Rick contact Caroline Whittaker in Morrow to discuss the tree options ODNR gave her. Rick will not be ordering the seedlings this year.

Outreach..

Outreach opportunities: Larry Bloomfield.

NRT application submitted October 10, 2021

Events: Helmet event 2022. There has been nobody so far stepping forward to lead the helmet giveaway this year. A new ad for that has been posted on Facebook after to response from the ad in Trail Mail. The deadline for applying for helmets is the end of February. So if nobody comes forward by then, there will be no event this year.

NEWS.

In the last Trail Mail, Erick Wikum suggested readers might want to write a thank-you to FLMSF for the trail improvements over the last couple of years. Here are some we have received:

"Thanks for the newsletter, the hard work of the volunteers and the beauty of the trail. In the future when I'm clearing debris on the trail, I will keep track of my volunteer minutes." Sue Selchert.

"I have been riding the Little Miami for over 30 years when it was from Morrow to Loveland. How exciting that now we can now ride Cleveland to Cincinnati. Thank you for all the countless hours that volunteers have made this possible from clearing, repairing and advocating for the trail.

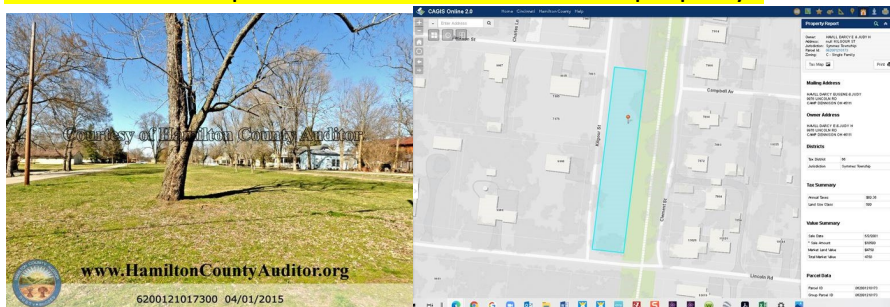
"Thank you for my mental and physical health and time to enjoy all the beauty it has to offer." JoAnn Praete

"Thanks for all you do, and thanks for communicating effectively in the excellent newsletter." Bob Schroer.

ODNR.

- Bridges and Bridge Surfaces Pending
 - O'Bannon Creek Bridge. Funded.

- Ideas for Camp Dennison 60' x 360' donated property?



- ODNR is willing to consider Mr. Havill's offer, but it will take some unknown amount of time for ODNR to process this donation.

Meeting Schedule

Future General Board Meetings will be virtual via Microsoft TEAMS until the current COVID-19 restrictions are relaxed or eliminated. The next TEAMS General Board Meeting will be Wednesday March 9 6:30-8:30 PM.

When and where should we schedule the 2022 Annual Membership Meeting?

Becky will check on the Waldenschmidt location for April or May

Brad reported that there is a master plan of Nesbett park with improvements. He has talked to Dave Kennedy, village administrator. When asked on the responses of the poll we sent out he said there were not too many respondents.

Meeting adjourned.

The preposed revisions to Friends of the Little Miami State Park are available on our website www.littlemiamistatepark.org - go the Friends tab- look under "Documents & Forms"