

Friends of the Little Miami State Park
TEAMS Online General Board Meeting 01-11-2022
Meeting Agenda - with minutes

Minutes

Motions

Actions

Call to Order: Dick Feldmann

Introduction of Board:

Dick Feldmann	President	Present
Open	Vice President	
Bxecky Retzer	Treasurer	Present
Bill Brown	Secretary	Present
Larry Bloomfield	Member at Large	Present
Bruce Cortright	Member at Large	Present
Fritz Buschmann	Member at Large	Present
Mike Norman	ODNR	Present
Casey Marcum	ODNR	

Introduction of Members and Guests:

Approval of Minutes: Bill Brown

- November Board Meeting, distributed January 8th.

MOTION: Dick made a motion to approve minutes.

Bill seconded.

Motion approved.

Treasurer's Report: Becky Retzer

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FLMSP CASH ON HAND	10/31/22	12/31/22	
Unrestricted	111,023	133,331	22,308
Restricted	7,944	12,944	5,000
Morrow Rest & Info Station		7,944	0
Bump Grinder	0	5,000	0
Reserved	259	10,259	10,000
Grandin Rest & Info Station		10,000	
Pollinator Garden	259		
Operating Account			
Savings Account	72,484	72,489	5
Receivables	62	63	1
Total	119,288	156,597	37,309

Treasurer Narrative: Becky Retzer

✓ Financial Statements for December sent to board on January 9th.

✓ Special Gifts Received November-December

5,000 Restricted Memory of William Schwinn – Bump Grinder

10,000 Restricted Appletree Pet Clinic – Grandin Trailhead

10,000 Unrestricted – Garcia Giving Fund

3,000 Woodward Family Charitable

(3) 1,000 donations

(4) 500 donations

Budget \$? per year for section leader for volunteer recognition

(i.e. Rick Forrester – coffee mugs for Thursday crew with FLMSP logo)

- Busy month for memberships and donations
- Several \$1000 and \$100 donations
- Bump grinder donation received and needs motion to accept.
- Grinder will cost more than the donated \$5,000.

- Motion to accept restricted donation for purchase of Bump Grinder.

MOTION: Bruce made a motion to accept a restricted donation for purchase of Bump Grinder.

Bill seconded.

Motion approved.

- Motion to accept restricted donation from Appletree Pet Clinic for Information kiosk at Grandin Trailhead

MOTION: Bruce made a motion to accept a restricted donation from Appletree Pet Clinic for Information kiosk at Grandin Trailhead.

Bill seconded.

Motion approved.

Metrics: Dick Feldmann

Metrics require rework.

STRATEGIC PLAN.

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

FLMSP ADMINISTRATIVE BUSINESS

- Steve Murphy Death
 - Services Saturday February 4th 10:00 – 1:00 at Anderson Hills United Methodist Church
- Need to identify a replacement board member

MOTION: Dick made a motion to elect Ron Gorley as Vice President for January through May 2023.
Fritz seconded.
All board members voted for electing Ron.
- Looking for ideas for memorializing Steve on the trail
 - Camp Dennison possible land donation -Darcy Havill is the owner
 - Kings Ave/Grandin Road
 - Area near Galbraith Road soccer fields. A woman in Camp Denison has proposed donating this area. She has done several projects in the area. Bruce will send a photo of the area proposed.
 - Picnic shelter is a possible structure for a memorial.
- 2023 milage rate, Dick Feldmann
 - IRS business Milage Rates for 2023 are 65.5 cents/mile
 - 2nd half 2022 was 62.5 cents/mile
 - <https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2023-business-use-increases-3-cents-per-mile>

MOTION: Dick made a motion to pay volunteers who are using their personal vehicles on the trail to perform trail maintenance 65.5 cents per mile. Also, we pay volunteers who are hauling supplies and equipment 75.5 cents per mile while hauling. The actual mileage rate will continue to be up to the volunteer.

Bill seconded.

All board members approved.

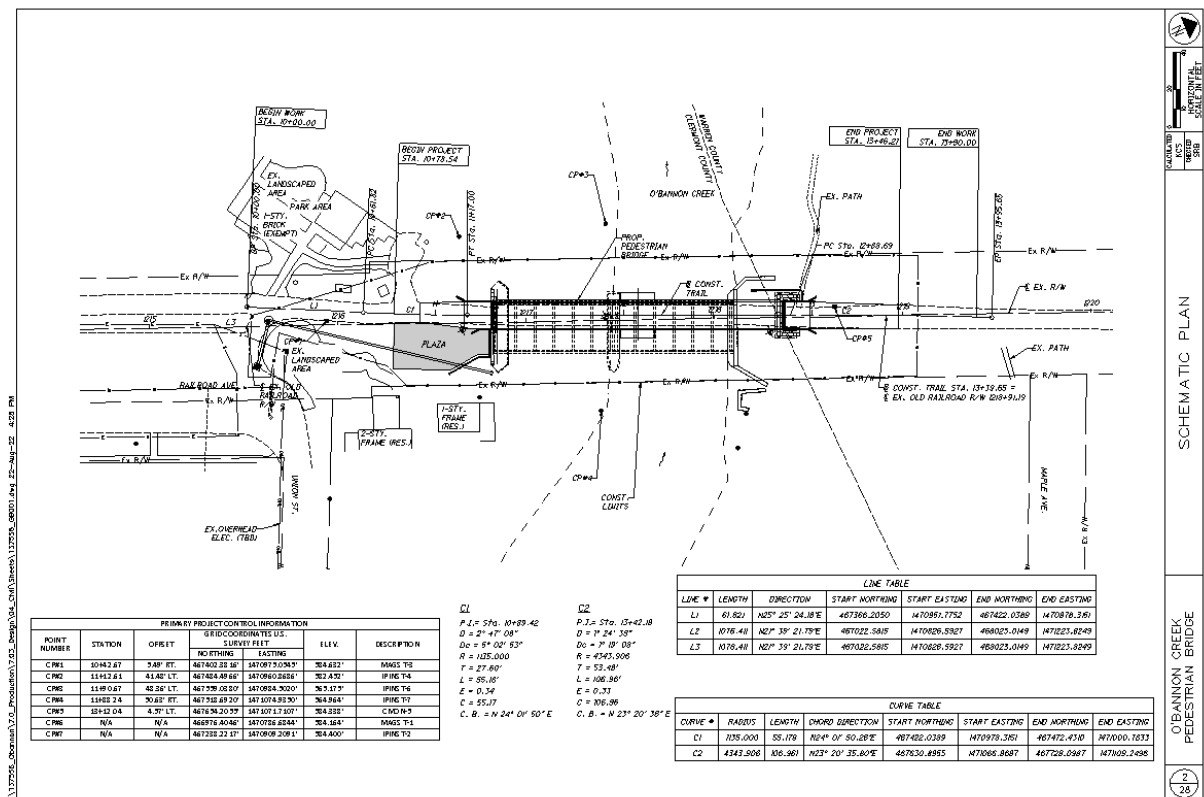
- Staffing:
 - Mike Norman, Park Manager
 - Kyle Ranck, Maintenance Supervisor, has left ODNR
 - Casey Marcum, Trail Maintenance Lead
 - Currently 2 seasonal staff: Carol and Cheyenne
 - Mike expressed his condolences on Steve's passing.
 - Those who give their time are greatly appreciated at ODNR. True saddened to hear of his passing
 - Kyle and Cheyenne have taken new positions outside ODNR. Looking to fill those positions.
 - Mike tasked Casy to find a location along the trail closer than Cowan Lake to keep equipment closer to where it's used. This will reduce time
 - Roxanna facility is a possibility
 - Mike will send Dick signage standards for ODNR
 - Dog attack in Spring Valley and near dog attack on the trail was reported to Mike. (19 West Main St.). Reports have been made to police and investigation is ongoing.
- Trail slip at MM 22, I71 Jeremiah Morrow Bridge
 - Mike, ODNR Engineers and ODOT continuing discussions a
 - long-term solution to correct the issue, including environmental
 - Complex repair, no estimate, will be extensive and costly. Funding will need to be secured.
 - Reviewed by engineers
- Morrow trees:
 - Mike indicated that additional trees are scheduled for removal in Morrow this fall.
 - Dick shared with Mike the available support from the volunteers to help with the fall tree removal.
- King Ave/Grandin Rd/Peters Cartridge factory.
 - No change
 - Trail Closure at Peters Cartridge
 - 05/09/2022 thru 12/01/2022
 - From Warren County website:

“Trail Impacts:

A portion of the Little Miami Scenic Bike Trail at the Grandin Road crossing is currently closed for the remainder of 2022 and into early 2023. The Peters Cartridge Factory Apartments and Cartridge Brewing can still be accessed from the southwest on the trail. The trail is expected to be open for parts of the spring, summer, and fall seasons in 2023 with the exception of a few closures for construction of the relocated trail to the existing trail, erection of the new bridge steel superstructure, and demolition of the existing bridge. “

- O’Bannon bridge

- Expecting wider steel construction with minimal structure in the creek.
- Design at 90%,
- Don't need Scenic Rivers Review or Approval
- Construction will be January through August of 2023
- **Private property encroachment on state property is involved.**
Mike and the owner discussed an issue explained to the owner.
State must protect the rights of the people of Ohio for park usage regardless of what improvements the homeowner may have made to the property.
- **March - Oct is the current timeline.**



- Trail slip South of Isaac Walton
 - No change
- Volunteer shirts
 - No change
 - Available to all individuals signing 2-year agreement
 - Must order for specific person
 - Need to capture shirt size
 - **Becky to send shirt information to Mike.**

FLMSP ADMINISTRATIVE BUSINESS

Organization Technology and Data flow

Donation receipt

- US Mail
- Various Direct Deposits
- PayPal

Expense / bills receipt

- E-mail
- US Mail
- Internet accounts

QuickBooks

- Record Donations to financials
- Manage Expense payments
- Report financial status

LCNB

- Business Account
- Savings Account

LCNB Brokerage

- Receipt and conversion of stock donations.

Results Plus

- Membership Management
- Steve Murphy managed this

Constant Contact

- Stakeholder Outreach through e-mail
- Newsletter

GoDaddy

- Web Domain Provider

Rod Martin

- Website Hosting

Facebook

- Social Media Outreach

Twitter

- Social Media Outreach

Volgistics

- Volunteer Management
- Volunteer Coordination and outreach

Google

- E-mail service
- FLMSF TeamDrive cloud storage
- Calendar(s)
- HotLine Phone Service
- Ron will report Hotline status in April

Results Plus

- Membership Management
 - Track Membership - info was received from donations entered into Quickbooks
 - Donation acknowledgement
 - Report Membership metrics
- Steve was the membership manager for FLMSF
- The Results Plus database is on Steve's personal computer.

- Dick working with ROI Technologies staff to capture the database.
- Results Plus is also due for renewal end of January
- Options
 - Transition to Results Plus cloud-based software.
 - \$300 migration charge
 - \$3,050 annual vs. current desktop license of \$1,070.
 - Set up Quick Books to support these functions
 - Already cloud based.
 - Upgrade to Quickbooks for nonprofits.
 - We are paying \$75 for Quickbooks for a cloud based app.
 - \$168 for a desktop version for non-profits for 3 people.
 - Becky will verify where data is stored.

FLMSP Membership

- We generally give a membership to anyone who sends a donation.
- We try to differentiate donations from a donor-advised fund in our accounting, but not our membership database.
- Newsletter
 - But everyone gets a newsletter.
 - It has no monetary value.
- Invitation to Annual Membership Meeting
 - Dinner is provided.
 - Members vote on board membership and changes to our bylaws.
 - But we also invite volunteers.
 - And our voting is very informal.
- Meeting with CPA to discuss processing of memberships Thursday January 12th. Becky and Dick to attend.
- The question to the CPA will be what language we need to put in the membership letter to explain what the donation means and if a donation means an automatic membership.
- Need to specify donations that come from a donor advised fund so that they don't get applied as memberships.
- We will probably drop Results Plus and use Quickbooks for donation and membership tracking.

VOLUNTEER MANAGEMENT

- Volgistics, Becky Retzer, Dick Feldmann
 - No change
- Warren County Juvenile Court. Becky Retzer
 - No change

- We are being asked whether we would have any volunteer opportunities for juveniles on probation.
 - There would be no more than 4 youths with 1 to 2 supervisors (including Dianne M Ruwe, Community Outreach Probation Officer).
 - Becky will follow up with Dianne and send information to trail section leaders.
 - Take this off the agenda. They have found another organization to work with.
- **Trail Blowing**
 - Trail Blowing finished up for the fall on November 10th. Tom did a complete run early December. Calendar is working.

OUTREACH

- **Cincinnati MENSA Presentation.** Dick Feldmann
 - December 3rd, Cincinnati MENSA Annual Conference, presented “Southwest Ohio’s paved, multi-use Recreational Trail System, From an idea to over 330 miles of interconnected trails”

SAFETY

TRAIL CONDITION & DRAINAGE

- **Purchase of Bump Grinder**
 - Donation being offered for a trail project or equipment - Bruce was approached about a donor who would like to make a significant donation to a LMSP project.
 - Donations from a church in Hyde Park as a memorial to the donor’s husband may be coming for this project.
 - Bruce also proposed the purchase of a Concrete Planner (Bump Grinder), which the FLMSF has rented in the past. Estimated cost of the planner is \$6,000, which is within the range of what the donor was considering.
 - \$5,000 has been donated toward this.
 - Bruce talked to the seller. Cost is \$6,000.
 - Need a trailer to transport the grinder. Current small trailer we have is \$1,200. A larger trailer, 76” wide, would be \$1,700.
 - Total: \$7,700.
 - Grinder is in stock with 2 day delivery
 - Tractor supply has trailers in stock

MOTION: Bruce made motion to approve \$8,000 for purchase of grinder and trailer.

Larry seconded.

Motion Approved.

MOTION: Bruce made a motion to get Kubota tractor serviced for \$300.

Dick seconded.

Motion Approved.

- Fence Milford trailhead was backed into. Milford cleaned up the area, but the fence needs repair.

ACTION: Bruce will contact the City of Milford about coordinating the repair of the fence.

AMENITIES/CONVENIENCE

- **Pipe Safes**

- Jim Schneider has completed a project to strip, clean, paint and relabel the 7 functioning pipe safes.
- Total costs were less than \$200.



- **MORROW**, Dick Feldmann

- Rest and information station going into Phegley Park in 2023 paid for by Appletree Pet Clinic.
 - Remove three-sided building
 - Install standard 6-panel information kiosk.
 - Install memorial bench; bench has been ordered and will be delivered to Ron Gorley shortly.

- Install trees and landscaping to replace ODNR removed trees.

○ Status

- Three-sided building has been removed and disposed of.
- Need to remove slab and foundation.
- Becky is working on the tree and landscaping plan.
- Still need to remove the slab and foundation.

● **PORTABLE RESTROOMS**, Dick Feldmann

- Winter restrooms have been delivered and installed at Fosters, Corwin, Morrow.
- Cleaning of Miamiville cut back to once a week.
- New FLMSF sponsorship signs installed.
- Transition to summer schedule will be on March 31st.

● **POLLINATOR GARDENS**, Becky Retzer

- MM 19.9 Oregonia has been seeded.
- MM 39 under power lines

● **PARK ENTRY SIGNS**, Dick Feldmann

- LMSP management (Casey) requested replacement of route 1/3 signs.
- I also noted that many of the FLMPs "Help us maintain this amazing trail" signs are failing and I'm removing
- Researched the current bike route number standards.
- Researched sign conditions and standards.
- Proposing new signage at all entry points.
- See Presentation
- Dick wanted to start a discussion for future action on signage.
- Larry suggests noting this is a **National Recreation Trail** since Steve Murphy was deeply involved in acquiring that status.
- Discussion held on what rules and icons we want to emphasize on the signs.
- We will continue to discuss for possible action later this year

Existing



Proposed



- Fritz suggested we check with the insurance agent on the status of the FLMSF insurance. The property, liability and accident policies expire on Jan. 21st.

ACTION: Dick will call the insurance agent and will propose a board vote.

FUTURE GENERAL BOARD MEETINGS

- **Move to 7:00pm.**
- The next General Board Meeting will be **Wednesday February 8th, 7:00–8:30 PM on MS Teams.**
- **Dick will send out a MS TEams Meeting notice for this new time.**
- March General Board Meeting will be Wednesday March 8th, 7:00-8:30 PM in person likely at First National Bank, 9660 Mason Montgomery Road, Mason, Right off of Interstate 71.
- **Bruce proposes purchasing a projector.**
- **Dick will price one out.**

MOTION: Dick made a motion to adjourn.

Bill seconded.

Meeting adjourned.