

North Kitsap Trails Association
February Board of Directors Meeting
February 25, 2010

Attendees: John Willett, Linda Berry-Maraist, Sue Schroader, Carolina Veenstra, Duke Bourgeois, John Hawkins, Don Willott, John Kuntz

Absent: Jon Rose, Steve Bauer, Dave Haley

A. Business

1. Call to Order – Roll Call

The Board of Directors meeting of the North Kitsap Trails Association was called to order by John Willett, President, at 3:11 p.m. on February 25, 2010.

2. Approval of minutes from last meeting

- a. Linda Berry-Maraist made the motion to adopt January's minutes
- b. Carolina Veenstra seconded motion
- c. Unanimously approved

3. Treasurer's Report/Contributors

- a. John Kuntz reported the following:
 - o Same report as January (Attachment 1)
 - o Outstanding check in the amount of \$110.00 for the Postmaster for P.O. Box renewal – renewed for one year
- b. Linda Berry-Maraist made the motion to adopt the current Treasurer's Report
 - o John Hawkins seconded
 - o Unanimously approved
- c. Contribution of \$100.00 made by Elizabeth Wilson of Olympic Property Group for the General Fund

4. Budget/Clarification of Funds

- a. LBM mentioned the fact that we have separate categories for general, Whitehorse Trail and now water trail funds and wanted to know if we should combine all funds unless they were absolutely dedicated for one purpose?
 - o There will be upcoming expenses that will need to be considered
 - o LBM has research printing costs: Assuming 50 pages w/ 3 fold out maps, 50 copies of the Trail plan in full color will cost up to \$1,800 to print (Sound Repro). Scaling back, assuming 40 copies, 50 pages (10 color and 40 black and white) plus three 11 x 17 fold out maps, we will need roughly \$500.00 (Blue Sky). 40 copies won't qualify for bulk discounts with online printer she contacted.

- County may be able to print out the trail plans that will be required for County review.
 - NPS will print out the brochures so no cost to NKTA
 - Outreach will need about \$500.00 at this time.
 - JW thinks all board members should chip in \$100 each for the general fund
 - Officer's insurance will be between \$200-\$300/year
- b. It was suggested that NKTA do a fundraiser.
- c. Duke B. made the motion to allocate \$500.00 for the outreach process
 - LBM seconded motion
 - Unanimously approved

5. Board Insurance

- a. John Kuntz stated that general liability insurance coverage will cost approximately \$624.00 a year
- b. Officer's Insurance will run about \$200-\$300 a year
- c. LBM thinks we should have Officer's Insurance during the outreach period because people we will be doing high profile work with a high profile board and some opposition is inevitable (noted lawsuits against GHCAC individuals and controversy of opening waterfront road ends adjacent to individuals who have used public land as their own).
 - As a public official she has experienced a level of heated opposition she does not want to share with our organization, or have our board experience. She is willing to personally contribute extra funding in order for NKTA to obtain this insurance. Linda will likely step down if the board does not obtain insurance.
- d. LBM made the motion to approve to spend up to \$400.00 on Officer's Insurance
 - Duke B. seconded motion
 - Unanimously approved

B. Updates

1. Website Emails

- a. Carolina is willing to take on the responsibility of the NKTA emails

2. Mission/Vision Statement

- a. Carolina changed the wording slightly in the mission/vision statement
- b. LBM made the motion to formally adopt the mission statement as written on the front of the new brochures
 - Don Willott seconded the motion
 - Unanimously approved
- c. Board will not be voting to approve the vision statement this month – will vote to approve next month after changes are reviewed by Trail Plan committee.

3. Heritage Park Status

- a. Carolina reported in Dave Haley's absence that the park is officially open for users and that usage has dramatically increased since the newspaper articles in January. At the Miller Bay Rd. entrance the kiosk is up and some signs have been posted, but the parking lot is not completed. The big problem remaining at the Miller Bay Rd. entrance is that the upper portion of the parking lot is extremely muddy. This limits parking, restricts people walking to the trail, and is an eyesore. It needs to be graveled. Parking is limited to little more than the original asphalt apron. The county committed to gravelling the lot in the September 23 north end trails meeting in Kingston. The stewardship group completed their part (ecology blocks and cable) on Dec. 21. The job is bigger than it was originally thought (3/4 minus gravel) because of the depth of the gravel. Weather and scheduling are keeping it from happening.

C. Projects/Other

1. NKTA County Process
 - a. Not discussed, will be discussed at Trail Plan meeting Monday.
2. Water Trail GPS Sites for BI
 - a. Don Willott has the information and has given it to Tom Curley – Tom is putting into GIS.
3. New Brochure Review
 - a. Review of new brochure
 - b. LBM made motion to approve the brochure and with future changes to the map and with approval for Don Willott and Carolina Veenstra to make changes as needed
 - o John Hawkins seconded motion
 - o Unanimously approved
4. Powerpoint Presentation
 - a. New Powerpoint presentation was reviewed
 - b. John Willett gave mock verbal presentation while reviewing each slide
 - c. Should talk about all of the active committees either verbally or on one slide
 - d. LBM made the motion to approve the Powerpoint presentation as-is with the understanding that the Outreach Committee can continue to make changes and improvements
 - o Duke B seconded motion
 - o Unanimously approved
5. Website Review
 - a. Actual website preview will be delayed until a future time
 - b. LBM made the motion to create a sub-committee with John Willett, John Kuntz, Don Willott, Linda Berry-Maraist, Lynn Schorn and Andrew McMillen to finalize the website and to bring it on-line.
 - o Duke B. seconded motion

- Unanimously approved

Meeting adjourned at 4:46 p.m.

Respectfully Submitted:

Sue Schroader, CSBA
Senior Project Manager
Olympic Property Group
Secretary
North Kitsap Trails Association

Attachment 1 - Balance Sheet

Nk Trails Association Financial Report

February, 2010

	General	White Horse	Water Trail	Totals
Starting Balance	\$ 775.58	\$ 2,456.53	\$ 425.00	\$ 3,657.11
Income				
Total Income	\$ 775.58	\$ 2,456.53	\$ 425.00	\$ 3,657.11
Expenses				\$ -
Total Expenses	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 775.58	\$ 2,456.53	\$ 425.00	\$ 3,657.11
Outstanding Checks				
Total Outstanding	\$ -	\$ -	\$ -	\$ -
Net Balance	\$ 775.58	\$ 2,456.53	\$ 425.00	\$ 3,657.11