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**Friends of Big Finn Hill Trails
 Organizing Committee Meeting**

**January 22, 2015
 7 – 8:30 pm
 Kenmore Library
 6531 NE 181st St, Kenmore**

MEETING MINUTES: APPROVED

Action Items

Topic	Who
• Review list of potential Eagle Scout projects and select a project (some pre-meeting discussion via email)	ALL
• Review Trail Plan Project Status list for Feb meeting discussion	ALL
• Find locations for Feb, Mar, April meetings	Frana
• Review draft of by-laws in context of maintaining affiliation group-based leadership structure	ALL

Next Meeting

Thursday, Feb 19
 7 – 8:30 pm
 Inglewood Presbyterian Church
 7718 NE 141st St, Kirkland

Feb agenda items identified at Jan mtg:

- Decision on Eagle Scout project
- Review Trail Plan Project Status list (distributed at Jan mtg)
- Continue discussion of maintenance standards, improving communications between FBFHT and KCP, identifying opportunities to do work

1. Meeting was called to order (7:05 pm) and introductions made

In attendance:

Organizing committee: Janice Gerrish, Mark Garnick, Bill Blanchard, Joe Przychodzen, Jeannette Leach, Troy Kasper, Mike Dierkan, Bob Gerrish

King County Parks: Mike Crandell, Frana Milan

Community: George Meredith, Tom Fitzpatrick, Jill Bartlett, Debbie Meyer

2. Meeting business, Part I

- a. A quorum was established.
- b. The group reviewed the agenda and ground rules. No changes were made.

3. Trail Project Planning and Implementation, Part I

The meeting went slightly out of order from the agenda to accommodate special guest, Grant Heisey, a junior at Shorecrest High School and Eagle Scout candidate.

- Grant said he loves swimming and mountain biking and spends a lot of time at Big Finn Hill Park.
- Only 6% of scouts earn Eagle Scout status
- Requirements: must be completed before the candidate turns 18. Projects can be done over multiple weekends or events. There's no minimum time requirement.
- What makes a good project?
 - Anything that give back to the community in a good way
 - Carried out with the help of others (ex: other scouts and community volunteers)
- Projects must be vetted and approved by troop leader, with candidate providing final report
- Candidate-led project stages
 - Submit proposal to 'beneficiary' (in this case, KCP)
 - Project Planning
 - Scheduling
 - Execution
 - Evaluation
- Grant said he is least busy in late spring/early summer, so would like to do project then. He turns 18 in November.
- Grant said that he is most interested in bike-oriented projects.

The group decided that by the Feb meeting, they will have identified potential projects and will select the project on which Grant will work. Mark Garnick will work closely with Grant on his project.

4. Meeting business, Part II

- a. The committee voted to approve the meeting minutes from the Dec meeting.
- b. Updates / Info sharing for the good of the order...

From MIKE:

 - Mike thanked George Meredith for donating rope from his sailboat.
 - It was a rough start to the year – Mike's crew is down 1 FTE currently and everyone has been in and out of the office w/ illnesses.
 - March 1 – KCP will begin hiring seasonal workers.
 - Mike's not sure when the vacant FTE spot on his crew will be filled.
 - March is when active use really kicks in at the park
 - Feb and Mar – Cirque du Soleil is at Marymoor and Mike's staff will be helping out there

From BOB Gerrish

- Bob ran into a King County Sherriff's Officer in the park who was giving out warnings to people with dogs off of the leash. The officer said it is up to a \$500 fine. Others said that they've seen officers on bikes and on foot in the park. Mike said that KCP has emphasis patrols from KCSO, but doesn't necessarily know when/where they'll be. Take home message is: KEEP YOUR DOG ON A LEASH!

5. Organizing Committee Operations

- a. Affiliation-based leadership structure discussion
The group talked about how things have functioned or not functioned over the past several months in having themselves organized by 5 affiliations, 2 representatives each.

BENEFITS

- 5 affiliations = covers the various interests, good representation

- Good structure b/c can have a proxy
- Open meetings have been good, so that it is not just voting members (organizing cmte members) that attend and hear the discussions
- Lot of voices represented
- Able to demonstrate level of commitment

DRAWBACKS

- Current structure is amoeba-like
- Current structure doesn't include park users from "active" side of the park (i.e. baseball, lacrosse, etc)
- Haven't had leadership establish yet, so struggle to make progress
- Hard to be timely
- Individual representatives may pursue too narrow of interest
- Individual may have multiple affiliations, so doesn't do good job of representing primary affiliation
- Representatives haven't effectively connected with constituency they are supposed to represent
- Representatives haven't been making enough use of proxies

TAKE HOME MESSAGES

- Need to establish clear leadership structure
- Need to connect and activate respective constituencies
- Need to get to action
- Need to establish and meet timelines/deadlines

b. By-Laws: Board of Directors Structure

The group then discussed different ways to organize the "Friends of" group moving forward. This is a key decision because it will set the stage for establishing leadership and also for making other decisions regarding the group's by-laws.

The group considered 2 proposals:

1. Membership / Board

- Members (ex: pay nominal fee or do something else to be a 'member')
- Board of Directors: Represent affiliations; must be a member in good standing
- Officers: elected by board from board, no affiliation requirement except no doubling up

2. Affiliation-based

- Maintain current structure (5 affiliations, 2 reps each)
- Group will establish "grand poobah(s)" to address leadership needs (i.e. agenda setter; meeting facilitator; notetaker; etc)
- Caveat: this would be INTERIM, allowing further progress on by-laws and the group will work on morphing to a more formal structure

A motion to vote on the 2nd proposal was made and seconded. The group voted 3-2 to approve the 2nd proposal.

6. Trail Project Planning and Implementation, Part II

a. How to resolve trail project planning issues?

Per December's meeting, the group okay'd minor maintenance projects (i.e. trail brushing, etc that involve 2-3 people) to take place without going through a larger process (see implementation guidelines). However, in the meantime, there were several miscommunications via email and some

projects happened, some didn't, one was done by KCP staff, and not everyone agreed with the way the different projects were done or what the results were.

Need to continue discussing:

- What is considered “on-going maintenance”?
 - What standards and techniques are used for that type of work? (I.e. Use of gravel)
 - How should KCP communicate better with the group – what/when to plug in
- b. Trail plan project status list: Ran out of time, but Frana distributed hard copies of the document that Mark created (lives on Google docs) and this will be an agenda item for next meeting.

7. Next Meetings

These meetings will be 7 – 8:30 pm at the Inglewood Presbyterian Church, 7718 NE 141st St, Kirkland

- a. Thurs, Feb 19
- b. Thurs, March 19
- c. Thurs, April 23