

Friends of Pine Grove Furnace Board Meeting

Minutes for January 28th, 2018

Board in attendance: A. Weltman (chair), M. Soderberg (vice-chair), J. Burleigh (treasurer), D. Velozo (secretary), S. Dodd, C. Hunt, R. Shaw, B. Weiser, D. Weiser; M. Kutzmonich (*ex officio* Park Manager)

● Park Manager's comments

- Online portal is now in use by DCNR for activity agreements for annual recurring events like Iron Run and Fall Fest. Data entry will cover 10 year period, we will simply request a renewal each year and update points of contact. This will simplify the administrative burden for Friends and DCNR.
- New bathroom in group campground is finalized, it will be open for the camping season.
- Work on new family campground entrance (adding to the existing exit onto Bendersville Rd) is expected in 2018; Friends have budgeted \$10,000 (up from \$9,000 last year) to support this project.
- Manager is now working with upper levels of DCNR on approval for a hiking bridge to connect Koppenhaver Trail to Mountain Creek Trail. We await guidance from DCNR engineers (Bureau of Facility Design and Construction).
- Discussion of moving forward to repair bricks at base of furnace stack – will seek masons with appropriate skills to work on this historic structure.

● Chair/Vice-Chair comments

- Board welcomed Crystal Hunt to the meeting and discussed her potential contributions to the Board. Motion and vote to accept Crystal onto the Board, unanimous.
- PPF Friends Retreats rescheduled for Feb. 24 (eastern) and Mar. 10 (western); Board reminded that all are welcome and encouraged to attend, not just chair/vice-chair.
- PPF annual report and conflict of interest statements due in a few days. Board has signed CoI forms.
- Reminded whole Board that PPF seeks “ambassadors” to speak on behalf of Keystone Fund’s 25th anniversary – will request further information on expected time commitment and activities.
- New Park Manager at Caledonia State Park
- Brief report on annual South Mountain Partnership breakfast meeting, held Jan. 26 in Carlisle. Chair, vice-chair, and Park Manager attended.
- Thank you letter from CPC/Ironmaster’s Mansion for \$1500 donation to support new Bridal Suite. Mansion plans an open house to promote the renovated rental space upstairs on March 24 @ noon-4.
 - Discussion: what is the appropriate formal mechanism for our non-profit to donate money to another non-profit within our State Park? Will request clarification from PPF on doing this legally/consistent with by-laws. Comment that it’s consistent with Friends mission statement to support the Mansion and AT Museum as important assets of the park for the public to enjoy, but we do need to handle donations between 501(c)(3) groups appropriately.
- First Day Hike went well despite cold weather: 45 attendees and \$146 in Friends merchandise sold.
- Annual “Walk With Me” Adams County wellness event in Gettysburg on May 5. Board members will once again attend to meet local residents, promote our park and group, and maybe sell a few items.
- Discussion of proposal for memorial donations made to the Friends group to be targeted toward specific projects and improvements. Idea to create a list of Mansion-related items that we can point to when memorial donations are received, rather than vaguely referencing our usual activities and projects around the park as we do for general donations. Meeting to be arranged with CPC/Mansion and Park Manager to consider further.

● Treasurer

- Balance \$80,642.65 [full report available upon request]. Special thanks to our treasurer Josh for taking on this task and doing a good job!

● Budget

- Review of 2018 budget line items. Changed planned walkway project in front of office to new lock system with zones for all park buildings, at same projected price.

- Membership
 - Discussion of improving participation and visibility. Will add a dedicated session to the end of the annual Earth Day volunteer morning and lunch on Saturday Apr. 21.
 - Discussion of annual mailing and reminder by email for renewals. Will change format to postcard with weblinks and possibly a QR code; the usual longer annual chairman's letter can be posted on our website. Hope to encourage more people to renew using online mechanism at PPF webpage. All this is in addition to the usual blast email.
 - Will ask Michaux Forest Association how they reach their membership other than their twice-yearly newsletter (we just missed the most recent edition, though we do have a regular update column in it) and their website. It would be nice to advertise Friends activities more widely to cabin owners.
- Merchandise
 - More magnets arrived with other animals – we now have five styles, selling for \$5 each.
 - Pre-printed envelopes for public sales use seem to be working well.
 - Purple Lizard maps of the Michaux S.F. have arrived @ \$15 sales price, and are moving briskly.
 - Board discussed the annual embroidered patch color and central photo. Theme for 2018: “Hiking Along Mountain Creek” – need a photo of hikers on the new trail bridge; we will solicit submissions from the public via Facebook since no appropriate photos found so far to meet requirements of the 3½-inch format of final patch. We would like the photo to show some greenery, not snow and not bare brown earth. People hiking will be very small and not recognizable individually.
- Social Media and other advertising/branding
 - Rob will draft a new edition of the quarterly newsletter
- Iron Run 2018
 - Board considered shirt color light grey vs. dark grey, and voted 5-3 to go with a light silvery shirt with black lettering.
- Fall Fest after-action review and thoughts for 2018
 - Brief discussion of renewing Saturday shuttle bus at our event as a service to attendees despite low overall ridership; chairman will confirm October schedule with bus company. Expected cost \$350.
 - Board discussed using a new computer-driven cashbox and printer, in addition to the credit-card swiper that was a success last year. Treasurer presented a \$60 cashbox arrangement, purchase approved.
 - Board discussed activities for the area around the furnace stack. It's not clear we'll ever get the pedal karts to return to our festival, so other ideas should be explored.

Next Board Meeting: March 25 @ 3 PM