

**Manchester Parks Foundation**  
**Minutes from May 3, 2004**  
**Respectfully submitted by Brenda Wulforst**

OFFICERS

- √ Elsie McCleary, President
- √ Ellen Rugemer, Vice-President
- √ Brenda Wulforst, Secretary
- √ Sharon Hughes, Treasurer

BOARD MEMBERS

- √ Jenny Walters
- √ Steve Bankert
- √ Betty Smith
- Bill Skinner
- √ Donna Baker

(A √ indicates presence at the meeting on the date above.)

Center volunteers George Hooper, Tom Smith, Ellen Frey and Pete Wulforst also attended the meeting.

Elsie McCleary, President, called the Monthly Meeting of the Manchester Parks Foundation to order at Charlotte's Quest on May 3, 2004, at 7:00 PM.

**SECRETARY'S REPORT:**

- Minutes from the April meeting were reviewed.
- Jenny Walters moved to accept the April minutes as written, and Ellen Rugemer seconded the motion. The minutes stand approved.

**TREASURER'S REPORT:**

- Sharon Hughes presented the April Treasurer's Report.

April income - \$0  
April expenses - \$542.24  
Balance - \$2,903.99

- Jenny Walters moved to approve the Treasurer's report as written. Brenda Wulforst seconded the motion. The Treasurer's Report stands approved.

**SPRING FEST**

- Weather comprised attendance, but board members agreed the event was a success.
- Newspaper advertising was effective.
- Profit of \$250.00 was realized.
- Sharon Hughes and Brenda Wulforst will write thank you notes.

**BUDGET**

- The Board welcomed Olivia Canfield as the part-time naturalist.
- Olivia has prepared letters inviting schools and childcare providers to avail themselves of educational opportunities at Charlotte's Quest.

## **RIPARIAN BUFFER**

- Sharon Hughes, Treasurer, presented the budget.
- Steve Bankert moved to accept the budget and Ellen Rugemer seconded.

## **LETTERHEAD**

- Sharon Hughes presented several letterhead samples; changing the artwork on the letterhead would save the expense of reproducing multiple colors.
- Voting on letterhead change was tabled until the June meeting.
- Rulers ordered from "Spider Web" were unsatisfactory; they will be returned.

## **NATURALISTS**

- Olivia Canfield has indicated that she may not be able to fulfill her contract.
- Sherry Fisher will consider volunteering as a part-time naturalist.
- Sharon Hughes will contact both naturalist to resolve the issue.

## **UPCOMING EVENTS**

- The Fishing Derby will be held on Saturday, June 19, beginning at 8:00 AM.
- Steve Bankert will resolve the portable toilet issue.
- Capitol Bass Masters will weigh and measure the fish.

## **FACILITIES-**

- Lawnmower is broken; W.L. Sterner has been called to repair.
- Painting is needed; postponed until fall.
- Eagle Scout project to build kiosk at Nature Center has been approved.
- Joe Sutler, National Honor Student, has requested project through Steve Bankert - will probably pull brush.

## **BUILDING COMMITTEE-**

- George Hooper presented and explained architectural plans.
- Several issues were discussed and questions answered.
- Board members will vote at June meeting.

Sharon Hughes moved to adjourn the meeting, and Elsie McCleary seconded. The next meeting is scheduled for Monday, June 7, 2004 at the Nature Center at 7:00 PM.