

SUNRISE TRAIL COALITION, INC.
BOARD OF DIRECTORS' MEETING
April 8, 2013 @ 2:00 P.M.
Seacoast Mission Campus, Edge bldg., Cherryfield, ME

Attending: Stephen Rees, Crystal Hitchings, Jim Fisher, Ray Archer, Polly Ceckler, Bill Ceckler, Ian Staub, Kathy Howell, Dave Wood, Maggie Warren, Charles Corliss

1. **Introduction of Directors and Quorum determination;** Welcome Members and other attendees; distribution of Meeting sign-in sheet. – Quorum Achieved
2. **Approval of Minutes** of March 11, 2013 Board of Directors' Meeting.
 - Changes – revise Grant Funds Request Carryover to \$5,643.57
3. **Treasurer's Report**-Ian Staub.

Bank Balance	\$16,643.43
Dues Deposit	\$230.00
Corliss Ret Check	<u>\$120.00</u>
Ending Balance	\$16,993.43
Bill's Paid	<u>\$77.16</u>
Closing Balance:	\$16,916.27

Summary

Grant funds carry over:	\$5,643.27
Grant for trail Survey	\$5,000.00
Potter Memorial Fund	\$800.00
Sally Jacobs Donation	\$100.00
General Fund Balance:	\$5,373.00

Stephen- suggest that we be more rigorous in approving expenditures before the fact.
Jim- noted that HCPC is waiting for reimbursement for the annual state non-profit filing

4. **Trail Manager's Report**-Charlie Corliss.

Planning to put out three general maintenance contracts

- Mowing
- Brushing
- Minor repairs
- Posting to BDN, KJ

Was on the trail for inspections a few weeks ago.

- Concerned about impact of rain
- No problems – most of the trail is in good shape
- Columbia Falls rutted by a truck during the worst of the mud season
- Trail is drying pretty well now

Maintenance plan

- Contracting for 11 miles of grading and rolling
- Hope to do about 30 miles this year, broken into two or three contracts

Putting trail counters out when the trail has opened up

- Jim
 - o asked that we try to couple the counters with other data collection
 - o

Other improvements

- Brochure holder for the kiosks
- New kiosks
- Request from Machias to have quarter mile markers for joggers along the dike
 - o Need to have a design
- Replacement of signage with reflective signage
 - o Milepost markers – have orange signs that are fading
 - o Want to replace these with a more standard green and white reflective signs
- Road Signs– Stephen drove along Route 1 looking for signs to the Sunrise Trail
 - o Question: Why can't the Sunrise Trail have signs along Route 1
 - o Suggestion: Send Charlie a list of locations where signs are needed
 - o We will set priorities about signage
- Parking Signs
- Franklin
 - o Blueberry Factory through foreclosure
 - o Jim – investigate
 - Eaton-Peabody – bankruptcy attorney
 - Bank of Cleveland
 - Agvest of Cleveland owned the property
 - Is the property available?
- Columbia Falls
 - o Charlie will investigate whether parking can be expanded and formalized



5. **Committee Reports: Membership** -Maggie Warren and Dave Wood

Maggie showed a fund raising manual with examples of the materials needed

- Overview
- Talking Points
- Photographs
- Contribution levels
 - o
 - o
- Board commitment
 - o Discussion of competition – fund raising by East Coast Greenway, BCM and other organizations
 - o Balancing connectivity and local trail improvement needs
- Sources
 - o Discussion of contributors – eg. LL Bean, Cadillac Mountain Sports, BHBT, etc.
 - o Creating a prospect list – handout from Maggie
 - Request that the board provide names of individuals and organizations

- www.salesforce.com

Membership Recruitment

- Response from the mailing was very strong, but is slowing down
- Want to craft another mailing
- Maggie will work with Kathy, Crystal, Ray, Ian and Bill

6. **Trail Surface Issues & Facilities**- Ian Staub – notes attached

7. **Sally Jacobs Memorial Update**-(April 4, 2013 Alix W. Hopkins' email)

Charlie has some pieces of granite saved from replacements of the box culverts

- Can engrave granite – Obadiah Buell
- Bronze Plaque – design? – US Bells
- Location by station 88 in Machias
- Possible granite bench located nearby

8. **Review Machias Area Chamber Dinner** March 29, 2013

- Recap
 - Talbot House B&B in East Machias might order signs
 - The program limited what people could do
 - Eat
 - Presentations
 - Auctions
 - Did the trail benefit from being there?
 - Steve's pitch was well received

9. **Discussion preparation & distribution Annual Newsletter**

- Stephen – will ask that the Executive Director of the ECG provide an article
- Jim- projected the most recent newsletter
- Cost
 - Printing – approximately \$600
 - Postage – approximately \$100
- Distribution list
 - Members
 - Town Offices
 - Tourism outlets
- **Decision** – go electronic with the newsletter for members
 - Bill - Aim for three impressions per year
 - Spring annual newsletter
- Emphasize map brochure for print distribution
- Should we also form a Newsletter / Marketing / Communications Committee?

10. Calendar of Events

- April 26 Downeast Salmon Federation – Downeast Fisheries Trail
Suggest donating a hat or tshirt
- May 11 Smolt Bolt Downeast Salmon Federation
Stephen will contact Maria to find out whether we should have a presence
- June 15 Machias Margareta Days Festival
Machias 250th Birthday Celebration
Sharon Mack is organizing this – sharonkileymack@hotmail.com
Should we be part of the parade
Ian Staub – propose purchase of \$65 quarter page advertisement – approved
Jim- post information on Facebook – encourage others
Parade starts at 9:00 AM
- June 25 Cobscook Bay Marathon – Crystal will hand out brochures
- June 29/30 Colombia Falls 150th Birthday Celebration – lectures and activities, dinner
Might have a table – 1 to 4 PM
Stephen will contact the organizer
- June 29 Cherryfield Days
- July 20 Destination Cherryfield Celebration
- August 17, 18 Machias Wild Blueberry Festival

Scheduling Future June, July & August Board Meeting Dates and Locations.

Next meeting: May 13, 2013 2:00 PM Helen's Restaurant

Appointment of New Directors for Unexpired Term of Directors, Steve Salisbury & Jacob van de Sande

12. New Business

13. Adjournment