

**Jericho Underhill Park District**  
**Minutes 8/17/22**

Board members present: Donnat Pratt, Livy Strong, Dave Williamson, Amber Renshaw  
Board members absent: Bruce Blokland, Jim Massingham, Chris Tardie

1. Livy called the meeting to order at 7:05
2. Public comments: No public comment
3. Review of minutes:
  - A. Minutes from 6/15/22 were reviewed. Donna moved to approve the minutes. Dave seconded the motion. Minutes approved unanimously
4. Donna presented the Financial report- 2022 Year in Review Fiscal Report:
  - A. Revenue: Rentals and donations were up. \$114,891 actual
  - B. Expenses: Some up some down. Now grouped as either contracted work or stewardship (as needed) for easier tracking. \$109,770 approved budget- \$84,259 actual
  - C. Net Income: End of year profit/loss automatically transferred to retained earnings = \$30,632
  - D. Projects and funding needs:
    - 1) BRIDGE: ARPA funding unknown. Donna recommends developing a timeline for funding. Currently \$34,094 in the reserve fund is low compared to \$367,000 estimated cost. Best to rely on future fundraising?
    - 2) TRAILS: RTP grant also unknown. Potential grant of \$30,000 + reserve of \$34,094 = \$64,448. Can we afford to do this project on our own?
    - 3) FIELDS: Is the current work estimate more elaborate than our needs? Can include in budgeted items for 2024. Could question users about their expectations and experts for their advice.
    - 4) POND: No work plan- annual expense per expense history (occasional silt removal)
    - 5) PARKING LOT: Continue to deal with on an as needed annual basis as opposed to major budgeted project? What is the impact of increased usage i.e. potholes, speeders, accidents. Will discuss a plan with Chris in future meeting.
    - 6) JUPD EVENT: No funds planned for this reserve- would require sponsorships and event revenues.
  - E. Dave made motion to approve the fiscal end of year report. Livy seconded. Unanimously approved.
  - F. Donna made motion to transfer \$30,632 from retained earnings to a generic fund -purpose TBD at a later date after discussing with remaining board members. Bridge fund vs. Trail fund? Livy Seconded and all approved.
  - G. Decision was approved to post budget on website.
5. Donation and concert closing:
  - A. Now a more formalized protocol- went well this summer.
  - B. Donna made motion to adopt new protocol. Amber seconded. Motion approved unanimously.

- C. Dave questioned increasing budget for the band to draw in more popular entertainers and providing more incentive for them to play and draw in more spectators. VT Arts Council may assist with this.
  - D. Donna suggested eliminating security deposit and increasing pavilion rental fee instead. \$150 doesn't cover much damage and the effort to deposit and return is inefficient.
6. Website Publicity:
- A. Donna needs content. Livy plans to submit an article for her to post.
7. Other Matters:
- A. Port o lets were repeatedly being tipped- now anchored down!
  - B. Discussion about promoting bridge fundraising. Possible table at Harvest Market or farmers market? Still in promotional planning stages. We need to be brainstorming about this.
  - C. New management plan is due every 5 years- last one completed in 2017 which Livy will email to board members for review for updates as it is not posted on the website.
  - D. Dave will pick up split rail fencing to repair broken fence. He proposes \$125 total for 3-4 rails and 2 posts. Also plans to paint them state park brown for longevity.
    - 1) 11 ft for \$17.80/piece
    - 2) posts are \$25/piece
  - E. Bridge counter is wet and needs a cover as it's a valuable tool for visitor numbers.
  - F. Livy plans to send t request for snow plow bids.
8. Dave moved to adjourn the meeting. Livy seconded. Meeting was adjourned.

Submitted by:

Amber Renshaw