

Friends of the Outlet Board Meeting

October 19, 2016

Penn Yan Moose Lodge

Present: Peg Thompson, Dave Reeve, Kristi Hoag, Carol Worth, Leon Fontier, Gwen Chamberlain, Mickey Orr, Dan Condella, Ivan Overholtzer

Excused: Chuck McClure, Norm Koek, Nancy Tharp

Visitors: Leona Jensen, Harold Gray, Paulina Garces-Reid, Steve Knapp

Minutes: Minutes from the September 2016 meeting were unanimously approved on a motion by Dave Reeve, seconded by Kristi Hoag.

Financial Report: The attached financial report provided by Treasurer Dave Reeve was unanimously approved on a motion by Gwen Chamberlain seconded by Carol Worth. Dave Reeve reviewed a proposed budget outline, included in the attached financial report. He asked board members to review the budget proposal and prepare to discuss it in detail at the November meeting.

The board authorized Dave Reeve to pay a \$550 premium for umbrella insurance to Chubb Insurance on a motion by Tom McGuigan and seconded by Mickey Orr.

Committee Reports:

Membership: Kristi Hoag reported for the membership committee (attached) With 14 business members and 155 individual members, the total is 169. New membership packets have been sent to 44 new members.

She distributed copies of:

- The new member packet that includes a welcome letter, brief description of the Outlet Trail, and the most current newsletter.
- A membership program brochure
- A membership renewal letter

The membership committee was authorized to spend up to \$1,000 for printing costs for membership documents on a motion by Dave Reeve, seconded by Gwen Chamberlain.

The committee is also working on a Power Point presentation that will be available for anyone to use.

Website: Dave reported for Chuck that he has talked with two potential website developers, but has not received any written responses to the RFP.

Sign Standards: Gwen Chamberlain reported on the proposed Welcome to the Outlet Trail signs

and showed examples of the proposed 6 ft. by 4 ft. all inclusive signs (attached). The board members informally agreed the committee should pursue grants and fund raising opportunities to pay for five signs at a cost of about \$2,000 each. Dave Reeve recommended Penn Yan Village officials be informed of signage plans because there may be interest in similar signs inside the village.

Old Business:

Design Connect: Carol Worth provided an update on the agreement with the Cornell University students. Peg Thompson will sign the agreement and a \$600 donation check will be sent to the group.

Cascade Security: The board agreed to spend \$1,000 for a security agreement with Lyle LaBarr on a motion by Tom McGuigan seconded by Dave Reeve. Dan Condella agreed to meet with Mr. LaBarr about placement of the system components.

Cascade Clean-up: Peg reported on work that's been done by the SWEAP program. A miscommunication with a Hobart & William Smith community program about meeting times led to that activity not being done.

Greenidge: Peg reported the lease payment for the pipeline easement has been received and work on the project will begin soon. A lumber company will be buying the lumber.

Policies: Leon reported he has reviewed the board's policies, but needs to review the policies with the new by-laws and tax map information.

New Business:

Office Space: Carl Schwartz has offered to donate the use of office space in his building (the Lown's Building), where documents can be sorted and organized. The board asked Leona Jensen and Lynda Rummel to review contents of the totes from the visitor's center and other boxes of documents. They are to have the items sorted and inventoried by June 30, 2017.

Member Comment: Leona Jensen read a document with several comments (attached)

The next meeting will be held at 7 p.m. Nov. 16 at LNB.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted:
Gwen Chamberlain, V.P.
Secretary Pro Tem