

North Kitsap Trails Association
Annual Board of Directors Meeting
November 18, 2009

Attendees: John Willett, Linda Berry-Maraist, Sue Schroader, Carolina Veenstra, Dave Haley, Duke Bourgeois, John Hawkins, Don Willott, John Kuntz

Absent: Steve Bauer, Jon Rose

A. Business

1. Call to Order – Roll Call

The Board of Directors meeting of the North Kitsap Trails Association was called to order by John Willett, Vice-President, at 3:37 p.m. on November 18, 2009. Jon Rose, President, absent but joined via telecom at 3:48 for voting purposes.

2. Approval of minutes from last meeting

- a. LBM asked for the following changes to the minutes from September 24, 2009 meeting:
 - o A.6.g “Linda would like to obtain insurance prior to *embarking on the outreach meetings* – the draft will be completed next month”
 - o B.1.b “Linda said that Tom Curley said we could outfit *a runner* with *a GPS unit* to track the unofficial high school running trails”.
- b. Duke made a motion to approve the September 24th minutes with the above changes.
 - o LBM seconded motion
 - o Unanimously approved

3. Treasurer’s Report/Contributors

- a. John Kuntz reported that there were 2 expenses and no income
 - o \$10.00 to the Department of Revenue for filing purposes
 - o \$394.50 to Network Solutions to set up the NKTA website account
 - o Outstanding invoice to Seton Construction in the amount of \$1,243.47 for the Heritage Park/Whitehorse Trail Connection
 - o Balance of \$3,232.11
 - o Carolina made the motion to approve the treasurer’s report as reported.
 - o Dave Haley seconded motion
 - o Unanimously approved
- b. Discussion regarding reporting
 - o LBM would like to see an accounting system that keeps track of contributors and amounts with project specific credits/debits
 - o It would be helpful as we moved forward to keep line item payables

- When we solicit future funds it would be good to ask contributors to give to the general fund so that we don't have too many funds for a specific project that we won't need. If contributors want to give to a specific project, it should be noted as such and the bookkeeping should reflect the appropriate credits and debits.
- Thank you cards should be sent to contributors when their funds are utilized.
 - i. Sue sent thank you cards to every contributor upon receipt of the funds
 - ii. The Suquamish Tribe needs a letter from us stating that their funds were utilized for the Heritage Park/Whitehorse Trail Connection project.
- A balance sheet that shows the general funds and the project specific funds would be good
 - i. Sue put something together in September and would be happy to send to John K. again if he thinks it would be a good thing to use.

4. Election of Directors

- a. John Hawkins made a motion for the group to vote for the next round of Directors as follows:
 - Group voted Linda Berry-Maraist, John Hawkins and Don Willott for a 3 year term. All other Directors that were voted on in 2009 will continue until 2012.
 - Dave Haley seconded motion
 - Unanimously approved

5. Election of Officers

- a. Treasurer Nominations
 - LBM nominated John Kuntz
 - Dave Haley made a motion to elect John Kuntz as Treasurer
 - Carolina Veenstra seconded motion
 - Unanimously approved
- b. Secretary Nominations
 - John Willett nominated Sue Schroader
 - LBM made a motion to elect Sue Schroader as Secretary
 - John Willett seconded motion
 - Unanimously approved
- c. Vice-President Nominations
 - John Willett nominated Jon Rose
 - Jon Rose objected and pulled his nomination
 - Dave Haley nominated Duke Bourgeois
 - Carolina made a motion to elect Duke Bourgeois as Vice-President
 - John Willett seconded motion
 - Unanimously approved
- d. President Nominations
 - John Hawkins nominated John Willett

- Dave Haley made a motion to elect John Willett as President
- John Hawkins seconded motion
- Unanimously approved

B. Updates

1. Motorcycle Meeting with Miller Bay Estates

- a. Dave Haley gave an update in Steve Bauer’s absence
 - Miller Bay Estates homeowners know who the motorcyclists are that are trespassing onto the park and private properties
 - The Heritage Park Stewardship Group will contact the motorcyclists through the Miller Bay Estates homeowners
 - The Heritage Park stewardship group will be posting six “No Motorized Vehicles” signs around Heritage Park, they will be delivered by Kitsap County P&R this Saturday

2. Heritage Park and Parking Lots

- a. Dave Haley gave an update in Steve Bauer’s absence
 - Wood chips have been ordered to cover the trail from the entrance parking area going up the hill
 - Bill Arness has volunteered to move the eco-blocks once the “no motorized vehicle” signs are posted

3. NP Grant Planning

- a. LBM and Carolina gave the following report:
 - The committees are moving along
 - The website hasn’t been transferred yet because of Andrew’s injury
 - There is a writing committee that has nearly completed content for the new website and will be getting that information to Andrew
 - They have a goal to have the mapping, writing and outreach committees to get info back to the Planning Group for review by December 14th

4. Mapping/KRCC/PSRC

- a. John Willett reported on mapping
 - The mapping project has really come together in the last week or so
 - Tom Curley has been working on the mapping and has prepared a marine chart
 - John K. should get a copy of the marine chart and add his comments so Tom can make revisions
 - Should we include Bainbridge Island on the water trail and land trail maps?
 - There is a concern that the final printed hand-out map may become too big
 - Our focus as the NKTA has always been on North Kitsap from Poulsbo North, not the Commissioners District

- We should still consider putting Bainbridge on the maps – Duke will get an example of some of the professional maps he’s been involved in to show how it may work
 - John Kuntz wonders if we should add the Ports – this should be included as discussion in the Outreach Committee
 - b. KRCC Issues
 - OPG’s logging roads will come off the maps that go to the KRCC because they aren’t legal easements
 - KRCC will be giving information to the Transpol Group for review and for discussion purposes for future policy and protocol on how to handle road block issues.
 - We will just show big regional connectors
5. Sound to Coast Greenway
- a. Don Willott stated that Bainbridge Island submitted the Puget Sound to Hood Canal Trail – now Sound to Olympics Trail which will be from the Winslow Ferry to the Hood Canal Bridge.
 - b. The Discovery Trail has been established and is being expanded.
 - c. Peninsula Trail Coalition will eventually have a trail from Discovery Bay to Hood Canal – some discussion took place about this issue and produced some confusion – Don will call Rich James, the Chair of the Peninsula Trails Coalition to understand the Jefferson County trail system
 - d. LBM states that we need to make sure we name our trails for funding purposes and the first pass should be through the Mapping Committee
 - Can name the Kingston to Hood Canal link “Sound to Olympics – North” and the Winslow Ferry to Hood Canal link “Sound to Olympics – South” for now for discussion purposes
6. Water Trails – New Proposed Paddlers Park
- a. John Willett mentioned that an area tribe is in negotiations with some owners of some property along the water trail that may be able to be designated as a paddler’s park and landing site for overnight camping. If this occurs the Olympic Kayak Club will be the stewards of the park and will install a composting toilet on site.
7. Land Trails & Whitehorse Trail Connection
- a. John Willett stated that Larry Todd with Hard Rock said they can prepare a deal for the NKTA for \$3,000.00 for gravel for the Heritage Park/Whitehorse Connection.
 - The gravel can be kept by the retention pond
 - American Marine Bank – new owners of Whitehorse said that we could store the gravel and use their access to get the gravel to its destination
 - This can be done in a month, can use a light tractor, Duke has volunteered to do the work
 - Some concerns were raised over remaining funds in NKTA’s bank account not being sufficient to cover this cost

C. Projects/Other

1. Membership/Donation Drives
 - a. There needs to be a committee for membership and donation drives. Joan Lukasik may be interested in heading this up and John Willett would be very involved

2. Decision RE: Next Board Meeting Date
 - a. Decision was made to take a hiatus for the holidays and continue the next board meeting in January.

3. Paddle Kitsap Award
 - a. John Kuntz awarded Olympic Property Group a Certificate of Appreciation for their involvement in the 2009 Paddle Kitsap event. Sue Schroader accepted the award on OPG's behalf.
 - b. John Kuntz also announced that Paddle Kitsap would like to make a contribution of \$425.00 to the water trails project of NKTA

4. Photo of New Board
 - o Photo opportunity will occur at the January meeting so that Jon Rose and Steve Bauer can be included in the photo

Duke Bourgeois made the motion to adjourn the 2009 Annual Board of Directors Meeting

Dave Haley seconded the motion

Unanimously approved

Meeting adjourned at 5:13 p.m.

Respectfully Submitted:

Sue Schroader, CSBA
Senior Project Manager
Olympic Property Group

Secretary (again)
North Kitsap Trails Association

Attachment 1 - Balance Sheet

11/17/2009

Nk Trails Association Financial Report

17-Nov-09

Starting Balance \$ 4,880.15

Income

Total Income \$ -

Expenses

Wash State \$ 10.00

Network Solutions Acct \$ 394.57

Total Expenses \$ 404.57

Ending Balance \$ 4,475.58

Outstanding Checks

W.E. Seton \$ 1,243.47

Net Balance **\$ 3,232.11**