

Friends of Montclair RR Trail  
Meeting of the Board  
December 1, 2010  
US Bank

Present: Lin Barron, Barbara Brochard, Adrienne Bryant, Carol Copperud, Jim Dexter, CheeYan Ong, Mike Petouhoff, Henry Schott, Mel Terry

Chair Barbara Brochard called the meeting to order at 2:30 pm.

Minutes were approved for September and October meetings.

Treasurer Henry Schott reported that there is approximately \$700 in the bank account, pending deposit of two new memberships and donations.

Chair Brochard reported that she had sent thank you notes to individuals who had donated plants purchased at the Friends of Sausal Creek annual plant sale. She reported receiving a written resignation from L. Barron from her position as Chair. The Chair also asked J. Dexter to assist C. Ong on the website.

### **Committee Reports**

Sign Committee: A. Bryant reported that the committee has not met. She will look into an offer made by a supporter to donate mileage markers for the trail.

Public Works: Members noted that the City had begun to work on drainage problems at Tiffany Lane. C. Ong reported that the four priority public works projects were to be posted on the website, with updates on progress. A. Bryant said she would follow up again with the City Public Works to have the fallen tree removed from the Corporation Yard trail spur.

MarComm (Marketing/Communications): C. Ong reported that she is posting webpages for each committee as they are submitted to her. The Board agreed to follow a process for drafting, reviewing and approving text (committee drafts and approves text; web editor amends and approves, sharing the text with the Chair; the webmaster completes the webpage, sending screen shots to the Board for five day review, before making the webpage "live"). The web editor (the Secretary) agreed to try to create a consistent presentation across committee reports. C. Ong also reported that she and H. Schott would be leading a hike of the Montclair Hiking Club on January 4, and would use that event to recruit new members.

Public Safety: M. Terry presented a summary of safety issues. However, he needs more committee members who can review the list and make recommendations.

*The Board approved a motion to create an email appeal to supporters of the trail to participate in committees. The email will identify specific volunteer opportunities and committee contact people.*

Trail Restoration/Vegetation/Stewardship Committee: L. Barron reported on planting activities scheduled for December 18, at the area being called the “east meadow.” This represents the first phase of restoration of native plants. She will place a string across the area to identify it, and will use it to post information about the planting and to solicit volunteers.

J. Dexter reported on the trail work day activities, noting that we need to make tables available for signing in, and for providing trail users with information about FOMRRT. Work day captains will develop and communicate a clear process for handing off identified responsibilities when they cannot personally handle them themselves.

### **Old Business**

The Board agreed that it will continue to operate as an independent group rather than become an affiliate group of any other community organization.

The Board referred the most recently proposed logo back to the logo committee, which needs to finish its review before making a recommendation. In discussion it was agreed that the logo is for the trail, not for the group itself. It was also agreed to continue to use “RR Trail” instead of “Railroad Trail” until the bylaws can be changed at the annual meeting to use the term “Railroad”.

### **New Business**

B. Brochard was elected as Chair, to finish out L. Barron’s two-year term (i.e., through March 2012).

J. Dexter was elected Vice-Chair, to finish out B. Brochard’s two-year term (i.e., through March 2012).

Chair Brochard appointed L. Barron as chair of the Vegetation Committee. L. Barron will work with trail captains to delineate more clearly the relationship between trail maintenance work days and trail restoration work of the Vegetation Committee.

*The Board approved a motion that membership in FOMRRT is annual, starting anew with each fiscal year (April 1), and that members who join after January 1 will not be asked to re-join until April the following year.*

The Board identified the following action items:

- Consider a new name for the “Public Safety” committee (e.g., Behavior Committee, Trail Use Committee, or Trail User Conduct Committee)

- M. Petouhoff will provide the graffiti clean-up list to the Public Safety committee.
- Public Works committee will look at drainage issues at Cortereal and consider adding this area to the list of priorities.
- The Montclarion will be invited to the January 4 walk.
- The Secretary will create a process whereby committee reports can be tied to priorities that were set at the September 2010 meeting.
- Send email requesting volunteers for specific committees and tasks.

The next meeting of the Board was scheduled for January 5 at 7:00 pm, at the US Bank.

The meeting adjourned at 4:30 pm.

Respectfully submitted,

Carol Copperud  
Secretary