

North Kitsap Trails Association
Board of Directors Regular Meeting
September 24, 2015

Directors in Attendance: Evan Stoll, Linda Berry-Maraist, Don Willott, Sandra Bauer, Duke Bourgeois, Brooke Hammett, Dave Haley, Jeff Ozimek
Directors Absent: Mark Schorn, John Kuntz, Jon Rose
Recording Secretary: Jayne Larson

A. Business

1. Call to Order – Agenda Review

The Board of Directors meeting of the North Kitsap Trails Association was called to order by Evan Stoll at 4:13 P.M. on September 24, 2015.

2. Consent Agenda /Minutes of the August 27, 2015 regular board meeting

Evan and Sandra had been to Kitsap Bank and been unable to get Sandra set up as a signatory on the account without specific authorization in the minutes.

MOTION: Duke moved to approve the following board members as signers on the Kitsap Bank account: Evan Stoll, Brooke Hammett, Linda Berry-Maraist, and Sandra Bauer.

Seconded by Brooke.

Passed unanimously.

MOTION: Dave moved to approve the August 27, 2015 minutes as amended.

Seconded by Linda.

Passed unanimously.

3. Treasurer's Report:

a. Sandra reported that the balance as of September 15, 2015 is \$51,876.83 with one small invoice outstanding and yet to be paid.

b. Sandra reported that getting Quick Books set up may require some additional help.

MOTION: Sandra moved to approve up to \$300.00 to get Quick Books up and running.

Seconded by Linda.

Passed unanimously.

B. Reports-Committees/Projects/Updates

1. President's Report

a. NKHP requires more maps. Evan suggested that the money in the NKHP account be used for this purpose.

MOTION: Dave moved to spend up to \$300.00 from the NKHP funds and the general uncommitted funds to pay for printing NKHP maps.

Seconded by Brooke.

Passed unanimously.

b. F&B brochures are needed for Biketoberfest. Mark may have a supply.

c. 60/30 Stottlemeyer race planning has started. Dana wants to confirm NKTA involvement and if NKTA wants to continue to share the proceeds with EMBA.

MOTION: Linda moved that NKTA participate in the Stottlemeyer 60/30 and share volunteer recruitment and proceeds with EMBA.

Seconded by Dave.

Passed unanimously.

- d. Dave has found a copy of the IRS non-profit letter. Duke recalls receiving the original and passing it along. The board discussed that the copy was sufficient for most purposes. Linda said that she would look for the original.
 - e. NPS closeout report: Linda said that she would complete and mail the NPS closeout report for the 2009 assistance.
 - f. Evan reported that the Kingston Open House is September 29, 2015. There will be two tables there and he would like help answering questions and promoting NKTA's accomplishments.
2. Fall Event
- a. New date set for event: November 14, 2015 5-8 PM at the Indianola Clubhouse.
 - b. First hour will be for greeting and networking. Remainder of the evening will be a chili cook-off. Each board member will bring a crock pot of chili for a people's choice chili vote.
 - c. There will be awards and brief presentations by NKTA and 4 or 5 other groups.
 - d. Groups will be invited including: GPC, West Sound Cycling, Audubon, Hansville Greenway, Back Country Horsemen, REI, Kingston Trails, Indianola GreenLink, Go Bainbridge, Forest stewardship group, KC Parks, and others.
 - e. Sandra and a subcommittee will work out the details.
3. Water Trails
- a. Water Trails Alliance meeting was September 23, 2015. The county is doing a lot of work toward identifying potential water trail sites. Evan showed a preliminary map of possible sites in the County.
 - b. NKTA signage project is progressing.
4. Sound to Olympics
- a. Speed segment update: work is still in progress.
 - b. Don reported the Discovery Trail group has asked for a letter to support completing the segment from 4 Corners to Discovery Bay. Don is willing to draft a letter and send it out to the board for review and for Evan to sign.
MOTION: Linda moved to approve Don to write a letter in support of the completion of the Olympic Discovery Trail from 4 Corners to Discovery Bay.
Seconded by Duke.
Passed unanimously.
 - c. Don attended the Kingston complete streets presentation. Don reported that the proposed STO route passes two schools in the Kingston area gaining high marks for providing safe routes to school.
5. Port Gamble Beaver Trail reroute:
- a. GPC has sent out the advertisement for the work party scheduled for October 3, 2015.
 - b. The permit for the bridge is not ready. Evan and Dave will look into meeting with Mark and KC Parks to find out how we can support the permit effort.
6. North Kitsap Heritage Park:
- a. Tools have been moved except for some simple hand tools that will remain at the shed. New locks have been purchased for the shed.

- b. Next work party is October 10, 2015 for trail clean up. November work party is also trail clean up, scheduled for November 14, 2015 which is also day of the Fall Event.
- 7. **F&B:** Meeting is scheduled for October 2, 2015. Commissioner Gelder is planning to attend.
- 8. **Communications Committee:**
 - a. Newsletter needs “Save the Date” announcement. Linda and Brooke will work on the newsletter and send it out this weekend.
 - b. Website update and email merge: Evan suggests that the board form a committee to work on this issue.

C. New Business

- 1. Bike Tool Trailer – Cost would be shared with EMBA.
 MOTION: Linda moved to approve spending up to \$200.00 to share cost with EMBA for a bike tool trailer.
 Seconded by Dave,
 Passed unanimously.

D. Next Regular Meeting October 22, 2015 from 4-6 p.m.

MOTION: Sandra moved to adjourn the meeting.
 Dave Seconded.
 Approved unanimously.
 Meeting adjourned at 6:12 p.m.

Respectfully submitted,
 Jayne Larson, secretary

**Agenda
 North Kitsap Trails Association
 Board of Directors Regular Meeting
 Thursday 9/24/2015 4-6pm 2nd floor city hall**

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- A. Business
 - 1. Call to Order – Agenda Review
 - 2. Consent Agenda: Dave 5 min
 - a. Minutes of the August 2015 Meeting
 - 3. Treasurer’s Report Sandra 10 min
 - B. Reports - Committees/Projects/Updates
 - 1. President’s Report Evan 15 min
 - a. NKHP maps - \$ from NKHP account
 - b. F&B Brochures – did GPC get them without us paying anything?
 - c. Questions (from Dana) re.Stottlemeyer 30/60
 - i. Does NKTA wish to continue to be involved with the 30/60?
 - ii. Should we share the volunteer recruitment & the proceeds with EMBA?
 - d. Dave has a copy of our IRS Non-profit letter, who has the original?
 - e. Need to update paperwork (e.g. State/Poulsbo license info)

- f. NPS closeout report from 2009 assistance (Linda)
- g. Kingston Open House 9/29 (2 tables with GPC & KPTOS?)
- 2. Water Trail Report 10 min
 - a. Alliance Information John
 - b. NKTA water trail signage project Evan
- 3. Sound to Olympics Trail Report 10 min
 - a. Speed update Linda
 - b. Bainbridge work Don
- 4. PG Beaver Trail reroute Mark 10 min
- 5. North Kitsap Heritage Park Dave 10 min
- 6. Fall Event Sandra 15 min
- 7. Communications Committee Linda/Brooke 15 min
 - a. Next newsletter topics:
 - b. Email list merging (status)
 - c. update our domain name information (Network Solutions) To change information you need: User id pw security questions (John K.)
- C. New Business Evan 5 min
 - 1. Update website – form a committee
 - 2. Shared purchase of a bike tool trailer (narrow with one wheel), built for the task. We have \$284? left in the tool account and Carolina needs about \$84 to replace a few hand tools. I propose that we apply the approximately \$200 left to the bike tool trailer.

Next meeting: Oct. 22th 4-6 p.m. 2nd Floor; Poulsbo City Hall