

**M. Newsletter**

Cindy Criswell reported that she would like to have the next newsletter sent prior to the Annual Meeting in May. It was suggested that, in light of recent correspondence concerning "keeping Opossum Lake wild," an article could be written in the newsletter stating that FOLC does not plan to over-develop the lake property. Cindy will draft such an article.

**N. Change in Board of Directors Meeting Date**

The next Board of Directors meeting will be held on Wednesday, April 11, 2007 at the Mountz homestead (across from Steve Fealtman's home at 255 Mt. Zion Road). Contact Steve Fealtman at 243-2027 for directions.

**Corrections and Additions**

The above summation is our interpretation of the items discussed and the agreed decisions at the time of this meeting. Any person desiring to add to or modify these minutes is advised to submit comments in writing to the attention of the Secretary no later than five (5) days after receipt; otherwise, these minutes will remain as issued.

Respectfully Submitted,

Cynthia E. Criswell  
Secretary

**I. Fundraising Committee**

Ed Franco developed information to be used as “boiler plate” information for proposals to foundations and for charitable contribution requests. Application will be made to the Stuart Foundation this week. Also being considered are the Carlisle Health and Wellness Foundation and the M&T Securities Foundation.

**J. Trail Work Day**

The Trail/Trash Pick-Up Work Day will begin on Sunday, 3/25/07, 9:00 AM, at the lake – rain or shine. A press release was sent out the middle of March. Mary Franco will contact Linda Franz at The Sentinel for possible attendance at the work day. Work may include the following:

- Setting three kiosks/digging post holes.
- General trash pick-up in the area.
- East side bridge.
- Boardwalk bridge.
- Prep sites for picnic tables (ground cloth and stone).

Ruben Lao and Allen Mountz are working to prepare the wood for the work day.

**K. C2P2 Grant**

Craig Houston reported that he still needs the site plan for the grant application. The narrative is completed. He also needs to complete the calculation of costs and must site the pavilion and pit toilets on the site plan. Lower Frankford Township has contacted DEP for a sewage permit. He expects to be finished shortly – the grant must be submitted in early April.

It was reported that positive comments were received at the Township meeting on 3/6/07 concerning the development of a Township park at the lake property. The supervisors will finalize the lease agreement with the PAF&BC shortly.

**L. Alien Species Proposal**

Hal Gardner drafted a letter to the PAF&BC requesting permission to remove alien species from an identified area of the lake shore and plant wildflowers. He is proposing to begin with one acre. He will need to use Round-Up on stumps – the possibility that the PAF&BC individual responsible for spraying must be present when this is used. The Board encouraged the submission of a letter to the PAF&BC.

discuss beginning the engineering process. The process is complicated and could involve FOLC accepting \$100,000 from the PAF&BC to do the design of the dam and then funneling this money back to PAF&BC for administration of the contract with URS. In addition, Brehm Lebo has offered surveying services. It was decided that FOLC should not offer at this point to fund part of the engineering costs.

**E. Membership Report**

Cindy Criswell reported that membership is now at 189 (not counting the new member paperwork delivered this date by Wayne DeMoss).

Jan Ruby reported that she will bring the Shippensburg University student-designed brochures to the work day on 3/25/07. The Membership/Publicity Committee will meet following the work day to select the brochure to be printed.

**F. First Day of Fishing Season Refreshment Stand**

Mary Franco and Cindy Criswell reported that there will be an information booth with membership forms and FOLC information at the refreshment stand on the first day of trout season at the lake. A fishing contest for children will be held with prizes (t-shirts) for the youngest successful angler and the largest fish caught. Snacks will be for sale including hot dogs, sausages, baked goods, coffee and water.

Mary Franco reported that she has purchased a large FOLC banner similar to the bookmarks already in use. The banner will be used for events such as the refreshment stand and other FOLC events.

**G. Annual Meeting**

FOLC's Annual Meeting will be May 5, 2007 at the lake property with other activities at another location. The Publicity Committee will meet Sunday after the work day to discuss activities to be included on 5/5/07.

**H. Financial Report**

Wayne DeMoss gave a financial report as of 3/20/07. Total balance in the general checking account is \$3,972.44. The balance in the M&T Securities account ("Repair The Dam" fund) is \$17,639.41.

- Develop a budget to manage the corporation's income and expenses for day-to-day operations.
- Maintain a checking account for day-to-day operations.
- Manage a securities/brokerage account for capital funds.
- Arrange for accounting and audit services as necessary.
- Produce and distribute an annual financial summary.

Current Fundraising and Finance Committee members: Allen Shank – Chair of Fundraising, Wayne DeMoss – Chair of Finance, Ed Franco, Eric Klinedinst, Steve Fealtman, Craig Houston.

Cindy Criswell will prepare a listing of all committee members including telephone and email for the Annual Meeting in May.

**B. Grants**

Ed Franco reported that \$10,000 is available from Pat Vance's office (to be used as matching funds for Lower Frankford Township's DCNR grant. The funds should be available later this year.

Ed Franco reported that FOLC has applied for a \$5,000 grant from Will Gabig's office (Community Revitalization Grant). This money has been earmarked for the purchase of a commercial mowing machine to be used to mow the lake property. The cost of such a mowing machine is \$8,000 – FOLC may need to make up the difference. The Township has requested that a diesel machine be purchased as the Township has diesel fuel available.

**C. Additional Monies**

Cumberland County may have additional Growing Greener II funds available to be used for dam repair. There is a possibility that there is a 15% match on County funds. FOLC is hopeful that an additional \$350,000 to \$400,000 will be awarded in April, making \$850,000 total funds from Cumberland County.

Ed Franco stated that he is on the Lower Frankford Township's agenda for their 4/3/07 meeting to present a letter requesting \$50,000 more from the Township supervisors. The Board of Directors approved the submission of the request for additional funds to Lower Frankford Township.

**D. PA Fish & Boat Commission**

Ed Franco reported that URS Corporation/Mark Pennell is interested in beginning the engineering for the dam repair. Mr. Pennell, in addition to numerous other state and local officials will be meeting on 3/30/07 at the Franco's home to

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March 20, 2007

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- Provide specific direction to other committees as needed.

Current Executive Committee members: Ed Franco, President; Steve Fealtman, Vice President; Cindy Criswell, Secretary, Wayne DeMoss, Treasurer.

### b. Membership and Publicity Committee

- Attract new members to FOLC through publicity, news articles, and events and keep current members informed about the organization.
- Maintain membership lists (Cindy Criswell)
- Produce and distribute quarterly newsletter (Cindy Criswell)
- Press releases (Mary Franco)
- Logo items (t-shirts, etc.) (Mary Franco)
- Graphics/Design (Jan Ruby)
- Brochure (Jan Ruby)
- Special events (Cheryl Pauli)
- Tracking and submitting work hours to PAFBC (Mary Franco)

Current Membership and Publicity Committee members: Cindy Criswell – Chair, Mary Franco, Cheryl Pauli, Jan Ruby, Karen Finkenbinder.

### c. Projects and Trail Committee

- Plan maintenance and work days as part of FOLC's participation in the Adopt An Access Program. Plan and implement approved projects such as the Anglers Access Trail, picnic pavilion, native species restoration, etc.
- Coordinate projects with Lower Frankford Township and PAFBC.
- Submit proposals to Finance Committee for purchasing of supplies/equipment.
- Inventory and maintain FOLC tools and equipment.
- Maintenance of Anglers Access Trail.
- Mowing of lake area (to be discussed and arranged)

Current Projects and Trail Committee members: Ruben Lao and Gary Criswell, Co-Chairs, Allen Mountz, Mort Fegley, Hal Gardner, Ron Kutz.

### d. Fundraising and Finance Committee

- Develop and implement a fundraising program to solicit funds from local foundations, corporations, and the general membership.
- Apply for grants and contracts.
- Account for income and expenses for grants and contracts.

# Friends of Opossum Lake Conservancy (FOLC)

## Board of Directors Meeting No. 10

March 20, 2007

The meeting, held at the home of Ed and Mary Franco, was called to order at 7:00 pm by Ed Franco, President.

In attendance:

Ed Franco  
Mary Franco  
Steve Kuhn  
Steve Fealtman  
Craig Houston  
Wayne DeMoss

Gary Criswell  
Cindy Criswell  
Ruben Lao  
Jan Ruby  
Hal Gardner

Absent: Craig Boyer  
Allen Shank  
Cheryl Pauli  
Eric Klinedinst

Guests: Chris Fowler  
Tim Barrick  
Allen Mountz

### **General Discussion**

#### **A. Revised Committee Structure**

Ed Franco distributed a proposed revised committee structure to spread out the responsibilities among all Board members as follows:

##### a. Executive Committee

- Establish by-laws, procedures, etc for the smooth operation of the corporation.
- Execute grants and contracts on behalf of FOLC.
- Approve budget and expenditures.
- Establish agenda for monthly board meetings.
- Chair monthly board meetings to conduct corporate business.
- File necessary state and federal corporate documents and IRS Form 990.