

**Minutes of Friends of Auerfarm Scenic Reserve (FASR) Steering Committee Meeting, 8-31-17
Town Hall, Bloomfield, CT**

Attendees: Elizabeth Appel, Jo-Ann Bowen, Naomi Cohen, John Maier, Jeffrey Read, Kate Shafer, Christopher Shepard, Beth Schiro, Stephen Bayer and Eric Hammerling

Meeting commenced 6:40 pm.

1. Agenda: The agenda was accepted. It was generally agreed that unresolved items would stay on the agenda for consideration at future meetings.
2. Minutes: Naomi Cohen made a motion to approve the minutes of the 7/26/17 meeting. Stephen Bayer seconded. All approved.
3. Governance:
 - a. Operating Guidelines: Elizabeth Appel has an initial draft of guidelines and she and Naomi Cohen will work on it and plan to circulate it prior to the next Steering Committee meeting.
 - b. Fiscal Sponsorship Agreement: The Committee reviewed the agreement and several minor revisions were proposed
 - i. Add “to an amount commensurate with the additional cost of administration, with prior notice” to the end of Section V.
 - ii. Change the first bullet point in the first section of Attachment A to read “Support the creation of hiking trails, accessible trails, trail maps and signage;”.
 - iii. Change the word “program” to “the project’s” in the 7th bullet point in the third section of Attachment A.

There followed a discussion of the Indemnification section of the Agreement, with concerns raised generally about the potential liability of committee members under this section and also more generally, and about how the Grantee would be able to indemnify the Grantor given that the Grantee has no assets. Eric Hammerling agreed to circle back with CFPA about these issues.

Adoption of the Fiscal Sponsorship Agreement was tabled.

4. Infrastructure:
 - a. Trail Development: Eric has had further conversations with DEEP; they hope to fill a park supervisor position by mid-September who would supervise the Auerbach Scenic Reserve along with other state parks. That supervisor would be the person to meet with about clearing new trails, creating a trail plan, etc. Removal of the residential buildings is on hold. Jo-Ann is attending an event at the end of the month where some equipment used to analyze trail accessibility will be unveiled. She invites all to share our ideas about what we’d want to see happening on the property so that trails are developed in support of those ideas.
 - b. Old Orchard. A report has been circulated and Christopher Shepard and Beth Schiro will follow up by email.

- c. State Signage. No news on this subject.

5. Outreach Programming

- a. FASR Launch. Jeffrey Read reported on and there was a long discussion about planning for the October 14 Farm Day at the 4H Education Center, with the Auerfarm Scenic Reserve being a stop on the hayride. Among other ideas, we discussed two information tables (one at the farm and one at the top of the hill), sign-in sheets, a brochure, directions/maps, a bingo-type/I-spy type game for a prize. Chris Norwood has given Mark at the 4H center a list of questions including mowing a path, food availability, etc. Also discussed were hashtags for social media, creating a Snapchat filter; creating a selfie-frame, etc.

It was requested that committee members send Christopher Shepard any edits they'd like to make to the existing brochure, and that committee members be available to volunteer that day.

- b. Existing Programs/Ideas: John Maier is working on this; subject tabled for a later meeting.
- c. Existing Online Presence: This subject was tabled. Committee members should look at the webpage and the Facebook page and send any feedback to Christopher Shepard.
- d. Membership List: The full membership will be invited to the 9/14 meeting; committee members should review it for familiar friends and neighbors.

6. Other Topics: None.

7. Next Meeting: Will be at the 4H Education Center for the full membership of FASR, on September 14, 2017 at 6:30pm.

8. Stephen Bayer moved to adjourn the meeting. Jeffrey Read seconded. All approved.