



Cromwell Valley Park Council, Inc. (CVPC)

Meeting Minutes

February 9, 2026, 6:00 PM

1. COUNCIL MEETING ATTENDANCE

- The meeting was held in person. No Google Meet participants.
- Board In attendance: Joe Rector, Rachel Allshouse, Deb Lee, Ray Reed, Laura Jenifer, Carl Gold, Bill Curtis, Kate Joyce, Rick Childs
- Park Staff: Breena Doyle
- Membership/Guests in attendance: Lisa Zanti, Mike Young, Kim Shapiro
- Absent: Mia Walsh, Kelly Emerson, Keith Kridenoff

2. WELCOME FROM VICE-PRESIDENT, JOE RECTOR

- Call to Order at 6:00pm, the agenda was adopted, and a quorum was established.
- GOVERNANCE
 - A motion was passed to approve the January 2026 meeting minutes.
 - Treasurer's Report–Deb Lee (p.3-5)
 - Report as submitted.
 - C.E.A. Scholtes & Associates (external accounting firm) engagement update. Financial Controls Review: 1/12/26 & 2/5/26 feedback requested on review findings from Board/Committee members - thank you to those who submitted feedback.
 - Intent is to address each point raised in the report with either a corrective action/policy or decline with comment
 - Ray Reed and Carl Gold reminded the Board that we purchased crime insurance which covers (among other things) fraudulent credit card usage and bank fraud.
 - Input requested for the timing of limiting expense reimbursement. Suggested 60 days from date expense incurred, except at end of year when Treasurer communicates deadline to close books for fiscal year end.
 - Discussion about the expense approval process. Virtually all expenses are incurred by Board members or committee chairs, with the exception being some Buildings & Grounds crew members for recurring items such as fuel and supplies for equipment.
 - Spending before approval rarely happens, if ever. Any item already in the budget does not need Board approval, as it has already been approved.
 - Threshold for prior approval required? From the Board or from the committee chair? \$100 or less?
 - Deb Lee put together a draft financial procedures policy and handed it out to finance committee members for review. The current one is outdated. Suggested to meet outside of this meeting to review the draft and incorporate comments. They will present on this at a future meeting.
 - Confirmed with Governance Chair that it is okay to update/develop financial

procedures on a standalone basis.

- Bank of America - Certificate of Deposit (CD)
 - CD figures listed in the report. Can draw upon this money in 2026 if needed. We will be above budget for earned interest.
- Item for the upcoming month: Provide supporting information for internal review.
 - Mike Young and Rick Childs volunteered for internal review. The Treasurer will send a google drive link for bank records, files for dues/donations, and physical 2025 deposits and expense records were handed off to Mike during the meeting.
- Nominating Committee - Kim Shapiro
 - Kim Shapiro shared an updated Nominating Committee Report.
 - Report will be sent through Bloomerang to membership this week.
 - No leads on a Volunteer Committee or Communication Committee chairpersons yet.
- [Background Checks](#) (p.8) - Rachel Allshouse
 - Kelly Emerson and Mia Walsh are expiring in March 2026.
 - Kim Shapiro and Rachel Allshouse submitted a renewal application in February 2026.
- Mission and Strategic Plan Updates
 - Kim Shapiro shared information about the data and document gathering process.
 - In the process of meeting with BCRP staff for input.
 - A broader survey is being compiled for CVPC membership at large; feedback regarding engagement, projects, progress updates, program involvement, volunteer work, suggestions for what to add to CVPC's work. Survey will be sent to membership in the next week.
 - Deb Lee shared information about held date of 3/7 for the Strategic Planning offsite meeting
 - Discussion about concerns of compulsory attendance and facilitator. Feedback from this discussion will be shared with the President, who will decide whether to keep the date and communicate her decision to the Board.
 - Goal is to look at the survey data and create strategic priorities. This will be used to create an agenda.
 - Deb Lee shared two board development resources (pp.6-7) saved to Google drive
 1. **TechSoup for Non-Profits: Quad Benefits:** We have a subscription with 10 slots. Free training available. Links on the document are active.
 2. **Maryland Non-Profit Workshops.** Links in exhibit in board packet are active. Anyone with this link can access training. Not limited to a number of licenses. Topics range from strategic planning to volunteer engagement to succession planning.

3. MANAGEMENT

- Park Staff Report – Ranger Breena Doyle (p.9)
 - Report as submitted
 - Link to Phasing Plan for Enhancement Project (posted on CVPC Facebook Group) and linked on BCRP CVP's website:
<https://www.baltimorecountymd.gov/departments/recreation/parks-directory/cromwell-valley-park>
 - The start date is supposed to happen on 2/23, but may be delayed because of conditions.
 - Review of planned parking lot availability/closures. Who is going to manage the new parking flow? Likely CVP staff? Further planning needed. Concerns have been shared with leadership.
 - Update on Barn: Access to the lower level is within the construction area. Access will be cut off from Mid June-Mid August while sidewalk work is being done. The Sediment Control Unit will need to advise on access to storage during this time. When Kirk gets back, discuss possible solutions including access to other barns on property / Sherwood garage. Pricing shared for a

12x12 carport shed as a temporary solution (\$300). Breena will discuss with Kirk when he returns.

- Community Garden update? Possible scout project. Likely to be slowed down due to capital project. However there is registration for this under CivicRec.
- Leaseholders Report - Talmar - Kate Joyce
 - Plowing blocked wheelchair access throughout the property.
 - No parking spaces were plowed.
 - Groups have been cancelled because of low temperatures. No indoor space that is heated and handicapped accessible.
- Standing Committee Reports
 - Governance – Carl Gold (p.10)
 - Report as submitted
 - Whiting-Turner requested historic photos of the property/pumping station. Aerial photos from 1920 and 1950 do exist. Consult Jim Kelly about archives. McFauls may possess some.
 - Finance - Ray Reed and Mike Young (p.10)
 - Report as submitted.
 - Please remember to report all purchases of property (or removal of property) –on behalf of CVPC – to Ray so he can update inventory schedules and assure we have adequate insurance. Discussion about doing this even for smaller items, in case of theft. Purchases or donations. It can't hurt to know about them. Ray Reed will send a follow up e-mail with more specific information about this topic.
 - Fundraising - Mia Walsh (p.11)
 - Report as submitted
 - In Bloomerang, if a person uses the self-membership purchase module (not yet rolled out), they will have the option to make this a recurring membership. The credit card information is stored within the system using the highest security protocols.
 - Membership Sub-Committee - Kim Shapiro (p.12)
 - Report as submitted.
 - Building & Grounds - Rick Childs
 - There are major concerns about construction within the entire committee. What can/can't they do or have access to? Discussion about this in the Park Staff Report.
 - Moving picnic tables from Willow Grove to protect the CVPC-bought property from construction equipment?
 - Discussion about Limit of Disturbance (LOD). An area of Disturbance Plan requested.
 - Goats Eating Invasive Species – **Need to define area** for contract. -Areas suggested and shared with Breena. She will look into it.
 - Night Out With Nature - Laura Jenifer (p.13)
 - Report as submitted.
 - In warmer months, we may be able to sell more tickets and hold events in the Big White Tent, since it will be moved to this side of the park.
 - Communications – Mia Walsh (p.14)
 - Report as submitted.
 - Interviews with Lisa Zanti
 - Lisa shared her idea to hold a series about people's stories and the park.
 - Inspired by a journal by the bench in the Sycamore Field.
 - Initial post to talk about the journal.
 - Carl can draft a waiver—if recording, need their permission before you start recording.
 - Discussion of Timeline-there is a newsletter that will be sent. Waiting on a last

letter. Could it include something from Lisa?

- Kate Joyce is hosting a workshop on 2/27 about storytelling at Talmar. Could provide inspiration.

■ Volunteers (p.14)

- Report as submitted.
- Very few submissions this month.
- The chairperson position is still open.

4. NEW BUSINESS

- Lisa Zanti shared interest in establishing a Queer and/or Queer Women's Hiking group. Consideration to limited parking. Ranger Breena shared that weekday evenings are less busy. If on a weekend, late afternoons are less busy. Inform staff about space that will be used.
- Ranger Breena shared that park staff is supportive of CVPC programming as long as there is no scheduling conflict.
- Kate Joyce shared a thesis about trail hike preferences of neurodivergent people, "Disability Centered Design." More detailed signage, birding details, etc.

5. OLD BUSINESS

- Are there any necessary updates on the Sherwood-Eck Trail Guide item? This is sitting in the Communications Committee list of items to-do. Hoping to off-load to a new Communications Committee Chair or committee member.

- The meeting adjourned at 7:44pm.
- Respectfully submitted by Rachel Allshouse, Secretary 2/25/26
- The next meeting will be held on Monday, 3/9/26 at 6:00pm at Sherwood House and online.