



**Cromwell Valley Park Council, Inc.  
Minutes – November 8, 2021**

CVPC Meeting via Zoom

Board members in attendance: John Canoles, Rick Childs, Bill Curtis, Kelly Emerson, Kristin McFaul, Joe Rector, Kim Shapiro, Mia Walsh and Abe Yoffe. Park Staff: Kirk Dreier Other: Corey Johns

Absent: Kate Joyce, Sya Kedzior, Pat Novak

**1. WELCOME FROM PRESIDENT – ABE YOFFE**

- a. Abe called the meeting to order at 7:03 p.m. The meeting was conducted online using the Zoom meeting platform. A quorum was established.
- b. Abe thanked Kristin McFaul for preparing all the budget and financial documents and Mia for preparing an information focus guide for the 2020 Annual Report.

**2. GOVERNANCE**

- a. Minutes – Mia Walsh Approval of October 2021 Minutes was deferred until the December meeting since the October final minutes were not distributed to the entire group prior to the meeting. Abe then distributed the October final minutes via email during the meeting. Please review these for approval in December.
- b. Finance – Kristin reviewed the financial documents which were distributed prior to the meeting. Some highlights include:
  - Kristin broke out the Polliwogs Program from the Public Programs line item as to better detail how our income is designated. Polliwogs year to date has generated \$2,640 in gross income.
  - \$377 was donated for the Fall Festival / Migration Celebration, against the budget of \$3,500, resulting in \$3,123 under budget income for this line item.
  - Rick noted that the B&G Committee expense line item includes approximately \$2,500 in memorial benches which should be reclassified. Current expenses in this line item are \$4,203 verse a budget of \$2,800.
  - Net income at this present moment is \$21,494.14 verse a budget of \$4,175. This is due to the fact that our spending across the board is less than the budgeted expenditures and donations are higher.
  - Abe will send out a message to all Trail Maintenance and Park Staff that all expenses need to be submitted by December 10<sup>th</sup> in order to be documented in the calendar / fiscal year. This includes petty cash and all park program expenses.
- b. Donations: Mia prepared a summary of the donation campaigns with the status of those donations year-to-date, which were distributed with the agenda packet for the Board meeting. Area of note is the new “bird walk” donation option during registration, which netted \$60 in the last few weeks.
  - Discussion ensued about the approved campaign for our GivingTuesday and the holiday season. It was decided to move forward with a new mower and Rick will provide Mia with the item number so she can begin preparing media documents.
    - Kirk stated that there has been no update at all on the bridge citizen generated request form. Rick thought that we could make that a piece of our donation campaign for the year-end campaign. It was decided, however, to leave this piece until 2022 when we have further information from the County.
- c. Budget for 2022: Kristin shared her screen for the first draft of the 2022 budget for discussions. After the first round of the budget discussions during the meeting (which included the information below), we are budgeting a gross surplus of \$52,150, gross expenses of \$54,390 with a net loss of \$2,240 for 2022. The final budget will be agreed upon at the December meeting.
  - **INCOME**
    - Dues will remain at \$10,000 and Donations will remain at \$10,000. No monies will be added to the Accessible Trail as we are awaiting an update from the Halten Garden Club for possible sponsorship.
    - Fundraising: Kelly Emerson talked about perhaps doing an Art Showcase in the Sherwood House or a “sharing of CVP stories” event. Kristin suggested we budget costs for fundraiser expenses for a small



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event with about 40 people or so. (Note: This was not added in the preliminary budget Kristin distributed after the meeting.) Joe, Kristin and Mia would like to be a part of any fundraiser, utilizing McFaul's, Total Wine or other contacts they may have. We can also consider an outside event and / or a daytime event.

- Primitive Technology Weekend is scheduled to be held and \$750 was added to the income budget.
- Summer Camp budget number will remain the same, but we need to have a meeting if we will be increasing our camp costs for 2022. We have not had a price increase in several years.
- Fall Event – this may be a Fall Harvest Festival / Migration Celebration or some sort of hybrid. We need to budget for both the income and any expenses, whether this is a larger event or the smaller event like we had in 2021. \$1,000 for income was added and \$1,200 for expenses was added, budgeting a loss for the event.

- **EXPENSES**

- Equipment Maintenance was increased to \$2,500 to include the maintenance for two gators and some of the lawn equipment.
- We have not distributed any funds to the Gunpowder Valley Conservancy for 2020 yet this year. Kristin will follow up with Pat on this. We have left the line item for Contributions to Others at \$500.
- Trail Committee expenses would remain the same, however, Rick wants to ensure that if we are purchasing benches or other items with specific funding, that it not be put in that line item as it skews their figure.
- We discussed adding a dog waste station dispenser in the Sherwood parking area and the Providence Road entry and the bags maintenance for those, which have been added to the budget. (1,000 bags for \$90). We will also try to campaign for donations on this.
- Kirk would like to add a mobile unit radio for his car. Chip Suter stated this would cost approximately \$850 and should be included in the 304 Equipment Budget, which is set at \$2,000.

## 2. MANAGEMENT

a. Property Management Report – No report submitted

b. Park Staff Report – Kirk Dreier

- The number of school field trips very low this year with a total of 7 in the fall. This is due to bus driver demand and COVID-19 concerns in the County school system.
- The Department of Aging / Towson University program had low attendance as well. Kelly explained there was an issue with their messaging, but they have adjusted it for future events.
- Apple Orchard – The plantings took place in late October and it went very well.
- Bob Smith was promoted to Chief of Recreation Services. The County and R&P staffing is in disarray with a lot of changes and Kirk is not getting answers on any questions about the capital improvement plans or other items needed a response. He hopes this will be remedied shortly with positions being filled.
- There has been no fall field cutting at CVP.
- CVP participated in the Lake Roland Nature Quest Fest on 10/24 by showing animals and approximately 200 people were in attendance.
- 11 new picnic tables were delivered to CVP in October. Thank you to Baltimore County for that nice addition!
- Kirk stated that there is kudzu in the park.

c. Leaseholder's Report – Talmar, Kate Joyce – No Report (not in attendance)



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d. Friends of Sherwood – Mia Walsh – No Report

d. Buildings and Grounds – Rick Childs

- Rick explained his position on the lawn mower after meeting with John Deere and with Ben Porter from Marshy Point Nature Center. Rick will provide Mia the model number for the suggested model so she may begin marketing for our fundraising.
- Rick and Abe will find a nice place on the Sycamore field for a bench for the Bullen family if they choose that spot over the one between WG and Sherwood.

e. Programs – Kelly Emerson

- No new requests have been made for PPI's.
- Kelly staffed Boo-Through and purchased candy – with over 40 cars in attendance. Thank you to Kelly's family for dressing up and staffing the event. She said that was worth doing it again in the future. Kelly noted they do a drive-through event at Easter and Christmas as well.

f. Finance – Rick Childs - No Update

g. Membership – Kim Shapiro We are at 409 memberships as of 11/5/25, up from 407 last month.

h. Communications – Mia Walsh

- Thank you to Sya for completing the Winter newsletter. Mia discussed the proposed items for the Annual Report.
- We hit 4,000 followers on Facebook this week. Please see agenda packet for top FB posts, which included a photo from Michelle Monaghan of the front signage, the GS Troop Pollinator Hotel, and a pair of Bald Eagles by the lower dam.

i. Volunteers – Kim Shapiro for Michelle and Pat

- Kim reviewed the volunteer hours for our Council, which is listed at 61 hours for October. Many of these hours were estimated.

**5. NEW BUSINESS**

a. Cemetery Next Steps – Sya Kedzior was not in attendance, but she will be meeting with Jim Kelly to talk about possible next steps for the cemetery. She is interested in completing some type of written history and Jim is also interested in repairing the stone wall.

**6. OLD BUSINESS -**

- a. Chimney Swifts - John Canoles: He is still awaiting information.
- b. Recognition of Susan Dorsey: Kirk needs to approve the location where a flag was placed so John may plant the tree.
- c. Kirk said that the County is nearing the completion of the Memo of Understanding.

Abe asked for a motion to adjourn, which was provided and seconded. The meeting was adjourned at 9:07 p.m.

**The next Executive Board Meeting is scheduled for Monday, December 13 that 7:00 p.m. –**

Respectfully submitted by Mia Walsh, Secretary, 11/11/21



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## 2021 CVPC Meeting Dates

Approved at November 9, 2020 Meeting

MEETING LOCATION: REMOTE via ZOOM or SHERWOOD HOUSE

<b>DATE 2021</b>	<b>MEETING</b>	<b>Open to Public?</b>	<b>Time</b>
Monday, December 13 <sup>th</sup>	Executive Board Meeting	Yes	7:00 p.m.

## 2022 CVPC Meeting Dates

Approved at October 18, 2021 Meeting

MEETING LOCATION: REMOTE via ZOOM or SHERWOOD HOUSE

<b>DATE 2021</b>	<b>MEETING</b>	<b>Open to Public?</b>	<b>Time</b>
Monday, January 10	Executive Board Meeting	Yes	7:00 p.m.
Tuesday, February 15 *	Executive Board Meeting (closed to Board only)	No	7:00 p.m.
Monday, March 14	Council Meeting (open to Public – Annual Meeting)	Yes	7:00 p.m.
Monday, April 11	Executive Board Meeting	Yes	7:00 p.m.
Monday, May 9	Executive Board Meeting	Yes	7:00 p.m.
Monday, June 13	Executive Board Meeting	Yes	7:00 p.m.
Monday, July 12	Executive Board Meeting	Yes	
Monday, August 8	Executive Board Meeting (closed to Board only)	No	7:00 p.m.
Monday, September 12	Council Meeting	Yes	7:00 p.m.
Monday, October 17 <sup>th</sup> *	Executive Board Meeting	Yes	7:00 p.m.
Monday, November 14	Executive Board Meeting (closed to Board only)	No	7:00 p.m.
Monday, December 12	Executive Board Meeting	Yes	7:00 p.m.

- \* notes date changes due to holidays or other conflicts



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**Cromwell Valley Park Council**

**Executive Board Listing**

**Effective April 12, 2021**

<b>OFFICERS</b>	<b>Name</b>	<b>Email Address</b>	<b>Term</b>
President	Abe Yoffe	<a href="mailto:President@cromwellvalleypark.org">President@cromwellvalleypark.org</a>	April 2021 – March 2023
Vice President	Kim Shapiro	<a href="mailto:vicepresident@cromwellvalleypark.org">vicepresident@cromwellvalleypark.org</a>	April 2021 – March 2022
Treasurer	Kristin McFaul	<a href="mailto:treasurer@cromwellvalleypark.org">treasurer@cromwellvalleypark.org</a>	April 2021 – March 2023
Secretary	Mia Walsh	<a href="mailto:mia@cromwellvalleypark.org">mia@cromwellvalleypark.org</a>	April 2021 – March 2022
<b>DIRECTORS – Members at Large</b>			
Director	Sya Buryk Kedzior	<a href="mailto:syakedzior@gmail.com">syakedzior@gmail.com</a>	April 2020 – March 2022
Director	Bill Curtis	<a href="mailto:curtiswbc@gmail.com">curtiswbc@gmail.com</a>	April 2020 – March 2022
Director	John Canoles	<a href="mailto:espijc@aol.com">espijc@aol.com</a>	April 2021 – March 2023
Director	Joe Rector	<a href="mailto:Joe.rector@cromwellvalleypark.org">Joe.rector@cromwellvalleypark.org</a>	April 2021 – March 2023
<b>STANDING COMMITTEE CHAIRPERSONS</b>			
Finance	Rick Childs	<a href="mailto:rikchilds@aol.com">rikchilds@aol.com</a>	Current membership year – voted annually *
Building and Grounds	Rick Childs	<a href="mailto:rikchilds@aol.com">rikchilds@aol.com</a>	^
Programs	Kelly Emerson	<a href="mailto:emersonkel@yahoo.com">emersonkel@yahoo.com</a>	^
Communications	Mia Walsh	<a href="mailto:mia@cromwellvalleypark.org">mia@cromwellvalleypark.org</a>	^
Volunteers	Pat Novak	<a href="mailto:pnovak8525@aol.com">pnovak8525@aol.com</a>	^
<b>LEASEHOLDER REPRESENTATIVE</b>			
Talmar	Kate Joyce	<a href="mailto:katejoyce@talmar.org">katejoyce@talmar.org</a>	

**ARTICLE VII Executive Board**

**Section 1 - Members**

The Executive Board will consist of the Officers, Directors, Leaseholder representatives, and the Chairpersons of the Standing Committees.

**\*Section 4 - Chairpersons**

All standing committee chairpersons shall be elected by the current Executive Board to serve for the current membership year. The elections shall take place at the Executive Board Meeting subsequent to the Annual Meeting. If a standing committee chair position is vacant due to resignation or termination, the President shall appoint a chairperson to fill the remainder of the vacant term.

President, Treasurer – elected in odd-numbered years / two directors in odd-numbered years

Officers, Directors, Leaseholder Representatives and Chairpersons of the Standing Committees

Cromwell Valley Park Council: All members who have paid dues for the current year.