



Cromwell Valley Park Council

June 10, 2024

Google Meet Link: <https://meet.google.com/vcg-jose-swf>
Or dial: (US) +1 929-277-6755 PIN: 967 299 480#

1. WELCOME FROM PRESIDENT, ABE YOFFE

- a. Call to Order & Adoption of the Agenda; Establish Quorum
- b. Thanks to Mia for combining the MOU comments from the other Nature Council leaders into a document that can be shared with Rec & Parks.

2. GOVERNANCE

- a. Approval of March, April, & May 2024 Minutes – *Rachel Allshouse*
- b. Treasurer’s Report – *Mia Walsh*
 - i. Review Profit & Loss Statements and Budget vs. Actuals
 - ii. Donations/Fundraising
 - iii. Financial Audits
- c. Background Checks- *Abe Yoffe*
- d. Vote on adoption of revised bylaws – *Abe Yoffe*
- e. New Committee structure & participation – *Abe Yoffe*

3. MANAGEMENT

- a. Park Staff Report – *Kirk Dreier*
- b. Leaseholder’s Report - *Talmar - Kate Joyce*
- c. Friends of Sherwood Report – *Mia Walsh*
- d. Standing Committees –
 - i. Building and Grounds - *Rick Childs*
 - ii. Programs - *Kelly Emerson*
 1. PPI’s and upcoming events requiring approval
 2. Fall Harvest Festival – September 28th – planning
 3. Chesapeake Shakespeare Company
 - iii. Communications – *Mia Walsh*
 - iv. Volunteers – *Pat Novak*
 1. Night Out with Nature
 - v. Finance – *Rick Childs*
 1. Membership – *Kim Shapiro*

4. NEW BUSINESS

- a. Response to 2023 check audit
- b. Proposal for new History & Culture ad-hoc committee - *Stacey Cruise*
- c. MOU (Memorandum of Understanding) with the County/R&P - *Abe Yoffe*
 - i. Communication to membership about changes
- d. Motion to approve US Post Office Box -*Mia Walsh*

5. OLD BUSINESS

- a. Protection of dining room walls- *Deb Lee*
- b. Chimney Swift Towers –
- c. County Grant Request re: footbridges over streams – *Abe Yoffe*
- d. Betty's Pond -*Kirk Drier*



Cromwell Valley Park Council

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TREASURER'S REPORT

Submitted by: Mia Walsh

REQUEST TO ADD ITEM TO MEETING AGENDA? Yes No

1. 2023 FINANCIAL AUDIT

- o President will present a response to the Financial Audit Questions presented by Deb Lee and Bill Curtis.

2. YEAR-TO-DATE 2024

- o June will be our last month to see any income from Internal Public Programs. Income currently is at \$1,806.30 of the \$5,000 budget. The income won't change significantly between now and the end of the month.
- o The Summer Newsletter will be published soon and that will increase our expenses to approximately 75% of budget, which is in tune with our 4 quarterly newsletters.

3. 2023 990

- o Regarding IRS penalty fee of \$1,210.93 (2021 late submission), a letter was received on 5/23/24 from the IRS stating that they are in receipt of the April letter and require an additional 60 days for their response to us.

4. Summer Camp

- o The County is requesting \$12,800 in Summer Camp Staff salaries for 2024. In December 2023, CVPC sent a \$10,000 check, which covered an unofficial audit of \$4,718 deficit in staff salaries CVPC "owes", leaving a surplus of \$5,281.83 CVPC has pre-paid towards the 2024 Summer Camp Salaries. The President has requested through Kirk that the County provide an updated audit report. When Rachel Jablon was contacted by the Treasurer in December 2023, she was unable to provide that report due to the switching of payroll to their new "Workforce" system. We anticipate having to pay the \$12,800 - \$5,281.83 or \$7,518.17 towards salaries once the financial pieces are agreed upon.

SPECIAL RECOGNITION:

- **Deb Lee** for her continued work on the Hike Through History project.



Cromwell Valley Park Council

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See the following pages for:

BUDGET VS ACTUALS

BALANCE SHEET

CROMWELL VALLEY PARK COUNCIL

Budget vs. Actuals: 2024 Final Budget - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Receipts				
110 Dues	14,561.67	12,500.00	2,061.67	116.49 %
120 Donations	11,499.94	14,000.00	-2,500.06	82.14 %
120a - Project Specific Donations				
126 Goats - Invasive Species Removal	48.51		48.51	
128 Honor Garden	3,858.33		3,858.33	
Total 120a - Project Specific Donations	3,906.84		3,906.84	
Total 120 Donations	15,406.78	14,000.00	1,406.78	110.05 %
130 Interest Income	7.70	20.00	-12.30	38.50 %
140 Fundraisers		500.00	-500.00	
260 Building & Grounds	2.76		2.76	
310 Building Attendant Income		200.00	-200.00	
351 Animal Expenses Nature Ed.		250.00	-250.00	
352 Primitive Technology		600.00	-600.00	
401 Educational Trips	125.00	750.00	-625.00	16.67 %
402 Internal Public Programs	1,806.30	5,000.00	-3,193.70	36.13 %
403 Summer Camp	26,660.27	23,000.00	3,660.27	115.91 %
404 Polliwogs Program	457.82	3,000.00	-2,542.18	15.26 %
405 Master Naturalists		250.00	-250.00	
407 Night Out With Nature	337.90	500.00	-162.10	67.58 %
501 Fall Festival		2,000.00	-2,000.00	
502 Holiday Open House		500.00	-500.00	
504 Art in the Park	324.52	1,500.00	-1,175.48	21.63 %
Total Receipts	59,690.72	64,570.00	-4,879.28	92.44 %
Total Income	\$59,690.72	\$64,570.00	\$ -4,879.28	92.44 %
GROSS PROFIT	\$59,690.72	\$64,570.00	\$ -4,879.28	92.44 %
Expenses				
B				
Council Expenses				
210 President's Expenses	92.10	600.00	-507.90	15.35 %
212 Council Equipment Purchases		5,000.00	-5,000.00	
213 Office Supplies		400.00	-400.00	
214 Postage	132.00	500.00	-368.00	26.40 %
215 Council Equip. Maintenance		3,000.00	-3,000.00	
216 Contributions to Others		600.00	-600.00	
217 Membership Dues to Outside Organizations	220.00	750.00	-530.00	29.33 %
218 Insurance	841.49	1,500.00	-658.51	56.10 %
219 Printer Ink	136.78	1,100.00	-963.22	12.43 %
230 Finance Committee	970.00	1,250.00	-280.00	77.60 %
231 Membership Subcommittee		500.00	-500.00	
250 Communications Committee	1,464.59	2,000.00	-535.41	73.23 %

CROMWELL VALLEY PARK COUNCIL

Budget vs. Actuals: 2024 Final Budget - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
251 Newsletter (w/o calendar)	1,099.40	2,500.00	-1,400.60	43.98 %
252 Meetings	307.55	150.00	157.55	205.03 %
260 B&G Committee	357.14	3,000.00	-2,642.86	11.90 %
261 Trails Subcommittee	512.64	3,000.00	-2,487.36	17.09 %
262 Garden Subcommittee	4,183.94	4,000.00	183.94	104.60 %
265 Fundraising		1,100.00	-1,100.00	
266 Volunteer Appreciation Event		2,000.00	-2,000.00	
267 Orchard Project		2,500.00	-2,500.00	
Total Council Expenses	10,317.63	35,450.00	-25,132.37	29.10 %
Total B	10,317.63	35,450.00	-25,132.37	29.10 %
C				
Park Staff				
301 Clothing	35.00	1,400.00	-1,365.00	2.50 %
302 Education and Conference	335.00	1,000.00	-665.00	33.50 %
303 Dues, Books & Subscriptions		300.00	-300.00	
304 Equipment		500.00	-500.00	
305 Equipment Maintenance	536.14		536.14	
307 Computer Maintenance & Part	57.07		57.07	
309 Displays/Exhibits	1,362.10	2,500.00	-1,137.90	54.48 %
310 Gifts and Grants-Bldg Attndt		200.00	-200.00	
312 Drinking Water	187.41	1,000.00	-812.59	18.74 %
330 Children's Garden	609.11	1,500.00	-890.89	40.61 %
351 Animal Expenses Nature Ed.		2,000.00	-2,000.00	
352 Primitive Technology		800.00	-800.00	
Total Park Staff	3,121.83	11,200.00	-8,078.17	27.87 %
Total C	3,121.83	11,200.00	-8,078.17	27.87 %
D				
Park Programs				
401 Educational Trips	75.00	300.00	-225.00	25.00 %
402 Internal Public Programs	623.46	1,500.00	-876.54	41.56 %
403 Summer Camp	2,461.70	20,000.00	-17,538.30	12.31 %
404 Polliwog Program Expense	314.29	800.00	-485.71	39.29 %
405 Master Naturalist Training		250.00	-250.00	
407 Night Out With Nature	294.37	500.00	-205.63	58.87 %
409 Credit Card Fees	266.98	1,800.00	-1,533.02	14.83 %
Total Park Programs	4,035.80	25,150.00	-21,114.20	16.05 %
Total D	4,035.80	25,150.00	-21,114.20	16.05 %
E				
Council Sponsored Events				
501 Fall Festival		1,500.00	-1,500.00	
502 Holiday Open House	81.66	1,200.00	-1,118.34	6.81 %
Total Council Sponsored Events	81.66	2,700.00	-2,618.34	3.02 %

CROMWELL VALLEY PARK COUNCIL

Budget vs. Actuals: 2024 Final Budget - FY24 P&L

January - December 2024

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total E	81.66	2,700.00	-2,618.34	3.02 %
F				
Council Hosted Events				
602 Art In The Park - Spring		1,000.00	-1,000.00	
Total Council Hosted Events		1,000.00	-1,000.00	
Total F		1,000.00	-1,000.00	
Total Expenses	\$17,556.92	\$75,500.00	\$ -57,943.08	23.25 %
NET OPERATING INCOME	\$42,133.80	\$ -10,930.00	\$53,063.80	-385.49 %
NET INCOME	\$42,133.80	\$ -10,930.00	\$53,063.80	-385.49 %

CROMWELL VALLEY PARK COUNCIL

Balance Sheet

As of June 5, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Bank of America - Checking	163,511.50
Bank of America Savings	46,252.13
PayPal	242.12
Petty Cash - Staff	300.00
Petty Cash-Treasurer	104.71
Total Bank Accounts	\$210,410.46
Other Current Assets	
Uncategorized Asset	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$210,410.46
Other Assets	
Investments - Cert of Dep	0.00
Petty Cash - Holiday Open House	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$210,410.46
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Credit Card - Bank of America	119.03
Total Credit Cards	\$119.03
Total Current Liabilities	\$119.03
Total Liabilities	\$119.03
Equity	
Restricted Funds	723.78
Accessible Trail	250.00
Camp Brain Balance	650.03
Children's Garden	0.00
Deady Funds	112.05
Dog Waste Stations	0.00
Fort Garrison Funds	9,677.25
410 Fort Garrison	-3,928.73
Total Fort Garrison Funds	5,748.52
France-Merrick Lime Kiln Funds	186.11
Friends of Cromwell Valley	0.00
Friends of Sherwood House	2,294.11

CROMWELL VALLEY PARK COUNCIL

Balance Sheet

As of June 5, 2024

	TOTAL
Gator Fund	14,742.59
Gator Fund Release	-14,742.59
Total Gator Fund	0.00
Honor Garden	0.00
Koininia (Butterfly) Funds	480.05
Kubota Fund Donations	0.00
Lawnmower Fund	793.30
Merrick Bank Barn	590.00
Summer Camp Funds	127.63
Towson Rotary Trail for All	0.00
Trails Equipment	5,000.00
Weed Warrior Funds	258.09
Total Restricted Funds	17,213.67
Retained Earnings	-92,100.24
Unrestricted Balance	243,044.20
Net Income	42,133.80
Total Equity	\$210,291.43
TOTAL LIABILITIES AND EQUITY	\$210,410.46



FUNDRAISING

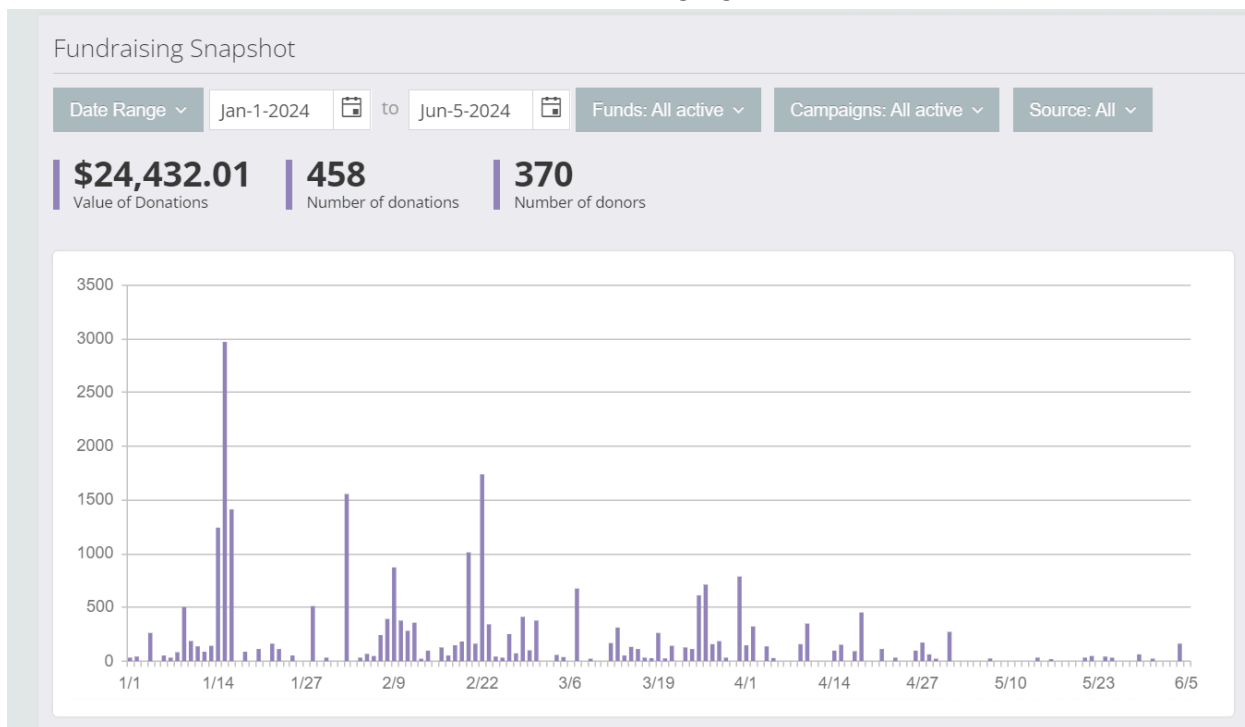
Submitted by: Mia Walsh

Donations and Memberships continue to slow in this period.

REQUEST TO ADD ITEM TO MEETING AGENDA? Yes No

ACTIVITIES OR ITEMS FOR THE UPCOMING MONTH - SORRY THESE KEEP GETTING MOVED TO THE BOTTOM OF MY CVP LIST OF THINGS TO DO.

- 1) Order new remittance envelopes. Will put on PayPal and Venmo QR codes on the envelopes this year to cater to the younger generation. (ON HOLD UNTIL THE MAILING ADDRESS ISSUE IS RESOLVED.)
- 1) **Order plaques for Adirondack chairs in the Honor Garden.** Order Dr. Lake's and Phil Tupper's name plates for Adirondack chairs. Additional Native Plant signage?





Cromwell Valley Park Council

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BACKGROUND CHECK INFORMATION AS OF 5/31/24

EXECUTIVE BOARD		
POSITION	NAME	Expiration Date
President	Abe Yoffe	12/2/24
Vice President	Joe Rector	11/5/24
Treasurer	Mia Walsh	5/7/25
Secretary	Rachel Allshouse	3/5/25
Director	Bill Curtis	9/3/24
Director	Carl Gold	8/13/24
Director	Deb Standeven Lee	2/10/25
Director	Stacey Cruise	2/12/25
STANDING COMMITTEES		
Finance Chair	Rick Childs	12/31/24
Buildings/Grounds/Trails	Rick Childs	12/31/24
Programs	Kelly Emerson	10/7/24
Volunteers	Pat Novak	6/9/24
Communications	Mia Walsh	7/1/24
LEASEHOLDER		
Talmar	Kate Joyce	1/1/25



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PARK STAFF BOARD REPORT

Submitted by: Kirk Dreier



Cromwell Valley Park Council

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LEASEHOLDER'S REPORT

Submitted by: [Kate Joyce](#)- Talmar



Cromwell Valley Park Council

June 10, 2024

FRIENDS OF SHERWOOD REPORT

Submitted By: Mia Walsh

REQUEST TO ADD ITEM TO MEETING AGENDA? Yes No

1. No Updates

SPECIAL RECOGNITION:

ACTIVITIES OR ITEMS FOR THE UPCOMING MONTH

- [Click here and type text](#)



Cromwell Valley Park Council

June 10, 2024

EVENTS REPORT

Submitted By: [Kelly Emerson](#)



Cromwell Valley Park Council

June 10, 2024

COMMUNICATIONS BOARD REPORT

Submitted By: Mia Walsh

REQUEST TO ADD ITEM TO MEETING AGENDA? Yes No

1. July programs are on Facebook. Pat will add August programs as well.
2. Summer Camp Shirts were ordered for Campers, Board Members and Staff. The design was voted upon by Park Staff.

ACTIVITIES OR ITEMS FOR THE UPCOMING MONTH

SPECIAL RECOGNITION:

- **Kim Shapiro** for her weekly eblasts and sending out membership letters and cards.
- **Dave Schroeder** for his work on flyers for Night Out with Nature and the Summer Newsletter.
- **Pat Novak** for adding July program registration information on Facebook.

CROMWELL VALLEY PARK CAMP 2024

**ARTWORK
APPROVAL**

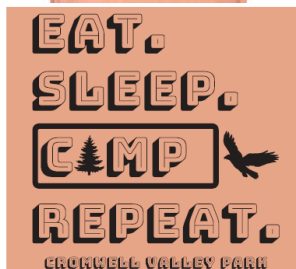
BOARD OF DIRECTORS TEE'S

BC3001
BELLA+CANVAS® Unisex Jersey Short Sleeve Tee
"SUNSET"



REPEAT Left Chest

BC3001
BELLA+CANVAS® Unisex Jersey Short Sleeve Tee
"SUNSET"



NEW Full Back:
10.5" Wide X 9.7" Tall

BC6400CVC
BELLA+CANVAS® Women's Relaxed CVC Tee
"HEATHER BLUE LAGOON"



REPEAT Left Chest



NEW Full Back:
10.5" Wide X 9.7" Tall

Approximate positioning and scaling only. Carefully review this for correct design, spelling and numerical accuracy. Color may not appear exactly as final product. This proof reflects the design(s) dimensions on the smallest size garment.

© Time Out For Sports 2024



Cromwell Valley Park Council

June 10, 2024

VOLUNTEERS BOARD REPORT

Submitted By: Pat Novak & Kim Shapiro



Cromwell Valley Park Council

June 10, 2024

MEMBERSHIP BOARD REPORT

Submitted By: Kim Shapiro

Memberships continue to come in. Thirty thank-you notes with membership cards went out in May.

CURRENT MEMBERSHIP DATA:

Total memberships
as of 6/03/24: 448

Last report (May) 443

Lifetime: 16

Patron: 6

Sustaining: 27

Contributing: 39

Coming month: Continue to send out thank-you cards/membership cards to renewing households.

Recognition: Thanks go to Mia for gathering membership data from all of the sources, mail-in, website and CampBrain, inputting membership data into CampBrain and forwarding records of membership purchases. Thanks to Dave Schroeder for including membership appeals in CVPC newsletters.



Cromwell Valley Park Council

June 10, 2024

PROPOSAL FOR NEW HISTORY & CULTURE AD-HOC COMMITTEE

Submitted By: Stacey Cruise

A Proposal:
Embracing our Past, Honoring our Present, and Securing our Legacy:



The Cromwell Valley Park Council's History and Culture Ad Hoc Committee Rational:


A committee can preserve, highlight, and celebrate the park's historical and cultural heritage, protecting artifacts, landmarks, and human stories for future generations.

Ideal Committee Composition

A diverse group of members including Park historians, Indigenous community leaders, educators, park staff, and volunteers. - Ensure representation from different cultural backgrounds and age groups to bring varied perspectives and expertise.

Proposed Vision Statement

Our vision is to create a vibrant and inclusive community hub at Cromwell Valley Park where the historical and ****cultural heritage**** is actively preserved, celebrated, and shared, inspiring a deep connection to the past and a commitment to future stewardship.





Key aspects of its cultural heritage include:

1. Indigenous Heritage
2. Colonial and Agricultural History including the labor of enslaved people
3. Industrial Influence
4. Conservation Movement

One action to recognize, celebrate and lead :

Note: Current programming and events are platforms-

A Land and Labor Acknowledgement can become the traditional way special events and meetings are opened and publicly state the Council endeavors to be dedicated stewards of this precious land.



Cromwell Valley Park Council

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There are resources to guide us through the exciting journey of creating our very own Land and Labor Acknowledgement!



Land Acknowledgement Project Overview and Resource Guide

Published: February 18, 2022
Updated: March 16, 2024

Individuals who do not use conventional print may contact the Maryland State Arts Council to obtain this publication in alternative format. Call 410-386-7444 or arts@msac.state.md.us
This publication is available as a PDF file on the MSAC website: www.msac.org



The park represents a blend of natural, man made, and cultural preservation, elevating the importance of protecting all environmental and historical resources and the stories of those who influenced the Park as we experience it today.



Establishing the History and Culture Ad Hoc Committee is the Council's opportunity to actively embrace the past, honor the present, and secure a legacy of good stewardship.

**Respectfully,
Stacey Cruise, Director**



Background Check Procedure:

- 1) Go to this website:

https://baltimorecounty.quickapp.pro/apply/applicant/start?_ref=qap_session_4717b60df8a38f18987551b2d44a00d37b7d088af50fec074077ea1b52df05dd

- 2) Choose A-C Communities:



RPVIC
THE RECREATION AND PARKS
VOLUNTEER INFORMATION CENTER



A-C Communities	Apply
D-K Communities	Apply

- 3) Choose Cromwell Valley Park:



RPVIC
THE RECREATION AND PARKS
VOLUNTEER INFORMATION CENTER



Agricultural Center	Apply
Banneker Park and Museum	Apply
Cromwell Valley Park	Apply

- 4) Follow prompts until completed.

Approved list may be found at:

<https://resources.baltimorecountymd.gov/Documents/Recreation/backgroundreports/rosterreport.pdf>



Cromwell Valley Park Council

June 10, 2024

2024 CVPC Meeting Dates

Approved at November 13, 2023 Meeting

All meetings will be held in the Sherwood House and via Google Meet unless otherwise indicated

Meeting Date	Time	Class of Meeting
Monday, January 8	6:00 p.m.	Executive Board (open to public)
Monday, February 12	6:00 p.m.	Executive Board (closed)
Monday, March 11	6:00 p.m.	Annual Meeting (open to public)
Monday, April 8	6:00 p.m.	Executive Board (open to public)
Monday, May 13	6:00 p.m.	Executive Board (open to public)
Monday, June 10	6:00 p.m.	Executive Board (open to public)
Monday, July 8	6:00 p.m.	Executive Board (open to public)
Monday, August 12	6:00 p.m.	Executive Board (open to public)
Monday, September 9	6:00 p.m.	General Meeting (open to public)
Monday, October 7	6:00 p.m.	Executive Board (open to public)
Monday, November 4	6:00 p.m.	Executive Board (closed)
Monday, December 9	6:00 p.m.	Executive Board (open to public)

* Park office closed for Federal holiday



Cromwell Valley Park Council

June 10, 2024

Executive Board Roster

As of 4/1//24

OFFICERS			
	Name	Email Address	Term
President	Abe Yoffe	President@cromwellvalleypark.org	April 2023 – March 2025
Vice President	Joe Rector	vicepresident@cromwellvalleypark.org	April 2024 – March 2026
Treasurer	Mia Walsh	treasurer@cromwellvalleypark.org	April 2023 – March 2025
Secretary	Rachel Allshouse	secretary@cromwellvalleypark.org	April 2024 – March 2026
DIRECTORS – Members at Large			
Director	Carl Gold	cgold@carlgoldlaw.com	April 2024 – March 2026
Director	Bill Curtis	curtiswbc@gmail.com	April 2024 – March 2026
Director	Deb Lee	urspiders2@verizon.net	April 2023 – March 2025
Director	Stacey Cruise	staceycruise@gmail.com	April 2023 – March 2025
STANDING COMMITTEE CHAIRPERSONS			
Finance	Rick Childs	rikchilds@aol.com	Current membership year – voted annually *
Building and Grounds	Rick Childs	rikchilds@aol.com	^
Programs	Kelly Emerson	emersonkel@yahoo.com	^
Communications	Mia Walsh	mia@cromwellvalleypark.org	^
Volunteers	Pat Novak	pnovak8525@aol.com	^
LEASEHOLDER REPRESENTATIVE			
Talmar	Kate Joyce	katejoyce@talmar.org	

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