



FRIENDS OF WEST WINDSOR OPEN SPACE

Meeting Minutes

January 23, 2024 – 8:00PM – Zoom (Video Chat Application)

Members Present

- Becky Marks (Trustee)
- Paul Ligeti (Trustee)
- Ilene Dube (Trustee)
- Franke Lavadera (Trustee)
- Eileen Murphy (Trustee)
- Benety Goh
- Andrea Mandel
- Ondy Wassem
- Theresa Liu
- Michael Schuit
- Robin Miller

Previous Minutes

- All previously not-yet-approved minutes were approved with unanimous approval of the quorum.

Open Space Fund

- Gay Huber mentioned via email on Dec. 8 there is a little over \$2.3 million balance with an outstanding Green Trust Loan payable of \$232,445.89.
 - This doesn't include the amount WW collected in the Open Space tax.

Posting Minutes on Website

- Unless a meeting is a closed session, minutes will be posted to the website.

Treasurer's Report

- Treasurer's Report (attached to these minutes) was discussed.
- Frank suggested perhaps reinstating Paypal account so people can donate more easily.
- Frank suggested investing in CD. We couldn't withdraw money (without penalty) until CD matures but it will grow in value over time.

Annual Meeting

- Annual meeting involves a lecture & Election of Trustees. Anyone can apply to be a Trustee (please do so!)
- Ilene suggested a daytime meeting instead of nighttime to accommodate Ken Jacobs and/or Sam Surtees as speakers.
- Paul and/or Alison will retrieve list of who is up for election.

Previous Minutes

- All previously not-yet-approved minutes were approved with unanimous approval of the quorum.

Quorums & Bylaws

- FOWWOS has not made Quorum more than 2 or 3 meetings each year for the past 3 years due to chronic Trustee absence.
- Paul suggested having a required range of number of Trustees (3 to 21) rather than the current fixed required number (9). This would help us make quorum more easily in some cases (i.e., if we have 7 Trustees any one year, our Quorum will be 4 people instead of 5, etc.).
 - To this, Becky is in approval but further suggested rebuilding and approving our current Bylaws at the February Meeting, along with the Trustee elections. The speaker would be reserved for another meeting – date TBD. This was agreed upon by all Trustees.
- No one is sure whether the Bylaws Paul has (from 2008) are the current ones.
 - Paul will follow up and forward it in an email.
 - Paul will see if he can get the Historical Society of West Windsor's approval to forward FOWWOS a copy of the Historical Society's Bylaws.
 - Michael Schuit will forward his version of the Bylaws as well.
 - He will also try to see if he has FOWWOS' articles of incorporation and forward them if so.
- **Conclusion: We will make our Feb. 27 meeting (8PM) a closed meeting dedicated to Trustee elections, discussing future leadership, and reviewing/editing the Bylaws. Meanwhile, the "Annual Meeting" will be another date (to be determined) preceded by written notice to our members at least 2 weeks prior to the meeting.**

Green Acres

- Ilene, Frank, and Michael attended Green Acres presentation. Her notes were sent via email to all Trustees on January 21.
- The deadline for submissions is February 8, which we will very likely not make.
 - However, there may be another round next year so now is a good time to start researching more and brainstorming about what the community needs, how to get matching grant, etc.
 - Becky suggested surveying the public during our Farmers Market booths.
- Frank asked what a "project" would be. He recalls mention of acquisitions, enhancements, and, notably, playgrounds.
 - Michael Schuit mentioned that "project" has two elements:
 - "Project Site" – Definition includes but isn't limited to a path of land being held for recreation or conservation purposes.
 - "Development" – Definition includes (but isn't limited to) any improvement to land or water area of parkland that is designed to enhance/expand utilization for recreation/outdoor purposes.
- Becky emphasized that we, as a group, would need to brainstorm projects and solicit ideas from Sam Surtees and/or other Township representatives, and give the Township a list of a few ideas to get input on and/or approve. Frank seconded this idea.
- Becky asked if Andrea knows of any projects that the Township is considering.
 - Environmental Commission has been trying to install environmentally-friendly and educational elements into Community Park (rain gardens, meadows, etc.).
 - Andrea also suggested Sam Surtees would be a good resource.

Meeting Times

- Paul asked everyone generally what they think about moving meetings to 7PM. Becky mentioned meetings were set to 8PM to accommodate her; she's open to changing them in general. Perhaps something to discuss at the next meeting.

FOWWOS Treasurer's Report for the Full Year January 1, 2023 thru December 31, 2023

<u>Cash Flow</u>	<u>Activity</u>	<u>Fund</u>	<u>Balances</u>
<u>Revenues</u>			
		Arboretum	\$ 311.70
Interest	\$ 32.40	Zaitz Park Trail	\$ 1,167.62
Amazon Smile	\$ 29.89	Rogers Preserve	\$ 1,853.95
Bench Contribution	\$ 1,401.40	Nash Park	\$ 7,526.20
Annual Dues	\$ 1,980.00	Bike/Pedestrian Path	\$ 5,022.22
<u>Dues/PayPal*</u>	<u>\$ 3,125.20</u>	FOWWOS Available for use	\$ <u>71,457.54</u>
Total Revenue	\$ 6,568.89		
		FOWWOS Funds 12/31/2023	\$ <u>85,639.23</u>
<u>Expenses</u>			
Supplies&Postage	\$ 176.00	FOWWOS Funds 12/31/2023	\$ 85,639.23
Community Day	\$ 75.00		
Fees	\$ 60.45	Balance 12/31/2022	\$ <u>85,481.95</u>
WW Park Bench	\$ 1,400.16		
Shade Tree Comm.	\$ 650.00		
Nash Memorial	\$ 4,000.00		
<u>Seedlings</u>	<u>\$ 50.00</u>	Net Change in Report	\$ 157.28
Total Expenses	\$ 6,411.61		
Net Change in Cash	\$ 157.28		
<u>*FOWWOS Paypal account funds received from Andrew Kulley \$3,125.20 included in dues above.</u>		<u>Current Assets</u>	
Matching Gifts - none		Santander – Checking	\$ 17,979.57
		Santander - Savings	\$ <u>67,659.66</u>
		Total Assets	\$ 85,639.23

- Santander bank statement reconciled to bank account statement through 12/31/2022 and 12/31/2023
- Santander savings account currently paying 0.05% interest

Banking Summary - Last year

1/1/2023 through 12/31/2023

1/14/2024

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Category	1/1/2023- 12/31/2023
INCOME	
Contribution Park Bench	1,401.40
Income - Dues	1,980.00
Income- Dues (Paypal)	3,125.20
Interest Inc	32.40
Other Inc	29.89
TOTAL INCOME	6,568.89
EXPENSES	
Nash Memorial	4,000.00
NJ Annual Reg. Fee	30.50
Reimburse - Community Day	75.00
ShadeTree Comm	650.00
State Of NJ Seedlings	50.00
USPS - Post Office Box	176.00
Website Fee	29.95
WW Park Bench	1,400.16
TOTAL EXPENSES	6,411.61
OVERALL TOTAL	157.28

Account Balances - As of 12/31/2023
(Includes unrealized gains)

12/31/2023
Account Balance

Bank Accounts

Santander Checking Update	17,979.57
Santander Savings Update	67,659.66
TOTAL Bank Accounts	85,639.23

Investment Accounts

TOTAL Investment Accounts	0.00
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OVERALL TOTAL 85,639.23

Account Balances - As of 12/31/2022
(Includes unrealized gains)

Account	12/31/2022 Balance
Bank Accounts	
Santander Checking Update	24,361.29
Santander Savings Update	61,120.66
TOTAL Bank Accounts	85,481.95
Investment Accounts	
TOTAL Investment Accounts	0.00
OVERALL TOTAL	85,481.95