



Cromwell Valley Park Council

March 8, 2021 7:00 p.m.
Via Zoom

Included in this packet:

1. Agenda
2. Board Motion Form – Election Notifications
3. Financial Documents – DRAFT P&L, Balance Sheet
4. Donations for CVP
5. Mowing Request Map for Property Management
6. Communications Board Report (PowerPoint Document)
7. Membership Board Report
8. Park Staff Board Report (NOT SUBMITTED)
9. Calendar of Meetings
10. New Board – Based on Final Results of 3/8 Elections

Time: Mar 8, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://notredameprep.zoom.us/j/99305366521?pwd=ek1qWXV6UVNSeUpXaWdhVIRUeE1uUT09>

Meeting ID: 993 0536 6521

Passcode: WGNC

One tap mobile

+13017158592,,99305366521# US (Washington DC)

+19292056099,,99305366521# US (New York)

Dial by your location

+1 301 715 8592 US (Washington DC)

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1. FROM PRESIDENT, MIA WALSH (7:00 – 7:20)
 - a. Call to Order & Adoption of the Agenda; Establish Quorum
 - b. Volunteers Thank You Recognition; Donations
 - i. Blue Bird Boxes – HALTEN; Gazebo – BURDYCK; Pond / ADA Picnic Table – ROLON
 - ii. Valentine’s Donations
 - iii. Wild Birds Unlimited – New Owner – Mary-Lynn Jeppi Ragot
 - c. Spring 2021 and Summer Camp – Now Accepting AHC – echecks for payment
 - i. Secure system called Forte – no transaction fees – takes 3-5 days to post to bank
 - d. Towson University Occupational Therapy Program
2. GOVERNANCE (7:20 – 7:40)
 - a. Approval of February 2021 Minutes – *Kim Shapiro*
 - b. Treasurer’s Report – *Kristin McFaul*
 - i. Amazon Smile - \$7.53
 - ii. Financial Review and Certification for Baltimore County for 2020
 - iii. Fundraising Update – *Kristin McFaul*
 - c. Elections – *Kelly Emerson*
 - d. SHA Grant Writing – Pedestrian Bridges in Trails – *Abe Yoffe*
 - e. Community Garden - *Kim Shapiro*
3. MANAGEMENT (7:40 – 8:05)
 - a. Park Staff Report – *Kirk Dreier*
 - i. Mowing Request – Able to Add Section per Wayne’s Request?
 - ii. Board of Directors’ Opinion on Community Garden
 - b. Leaseholder’s Report - *Kate Joyce - Talmar*
 - c. Friends of Sherwood Report – *Mia Walsh*
 - i. Halten Garden Club Sherwood Garden Plans
 - d. Standing Committee –
 - i. Building and Grounds - *Rick Childs*
 1. Placement ADA picnic tables
 2. Birch Tree email from park neighbor, Mary Starr starrways@gmail.com
 3. Tree Crossings in Barrans Baldwin Trail
 - ii. Programs - *OPEN*
 1. Baltimore Road Runners’ Club – Picnic – June 26 or 27, 2021
 2. The Arts Collective – Art in the Park – June 2022
 3. NOWN Speaker Series for 2021 - Update
 - iii. Finance / Membership
 1. Membership – *Kim Shapiro*
 - iv. Communications - *Sya Kedzior & Kim Shapiro*
 1. Signage – *Bill Curtis*
 2. The Future of the Printed Newsletter? – *Sya Kedzior*
 3. Preservation Maryland Podcast – *Mia Walsh*
 - v. Volunteers – *Kim Shapiro*
4. NEW BUSINESS (8:05 – 8:15)
5. OLD BUSINESS (8:15-8:30)
6. KEY MESSAGES: Summer Camp Registration – March 16th



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EXECUTIVE BOARD MOTION FORM - 2021 ELECTIONS

The annual meeting is also the time for the election of officers and directors of the Executive Board of the Park Council, to be effective April 1, 2021. If any CVPC member has attended two or more meetings during the past twelve-month period, he or she is eligible to vote at the meeting.

Following is the Nominating Committee Report of the slate of officers and directors nominated for election for the period April 2021 through March 2023.

NOMINATING COMMITTEE REPORT:

The Nominating Committee of the Cromwell Valley Park Council, chaired by CVPC member, Kelly Emerson, submits the following slate of officers and directors for the coming term.

The election will take place at Cromwell Valley Park Council’s Annual General Membership meeting scheduled for Monday, March 8th, 2021 at 7:00pm via Zoom. Terms in office comply with the cycle of elections stated in the CVPC Bylaws.

Nominations from the floor will be accepted.

SLATE OF CANDIDATES – Please note terms of Office in right-hand column.
Candidates in ***BOLD** are to be voted upon at the election.

OFFICERS:

*President	Abe Yoffe	Term April 2021 – March 2023
*Vice President	Kim Shapiro	Term April 2021 – March 2022
*Treasurer	Kristin McFaul (renew)	Term April 2021 – March 2023
*Secretary	Mia Walsh	Term April 2021 – March 2022

DIRECTORS:

Director	Sya <u>Buryn</u> <u>Kedzior</u>	Term April 2020 – March 2022
Director	Bill Curtis	Term April 2020 – March 2022
*Director	John Canoles (renew)	Term April 2021 – March 2023
*Director	Joe Rector (renew)	Term April 2021 – March 2023

At the April 2021 meeting, the following Standing Committee Chairpersons. These positions have no term limitations and are voted upon annually.

Finance	Rick Childs
Building and Grounds	Rick Childs
Programs	Kelly Emerson
Communications	Mia Walsh
Volunteers	Pat Novak



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PROGRAMS COMMITTEE

The Programs Committee is described in the Bylaws this way:

- 1) *The committee shall consist of a chairperson, the Council Vice President, and at least one additional Council member. (Article VIII, Sections 2.d.).*
- 2) *Review any proposals for programs and special events for environmental impacts, volunteer requirements, potential income, adherence to the mission of the Park, etc. and assist in the decision process of the Executive Board. (Ref.: Article VII, Section 5.)*
- 3) *Oversee the program criteria for new and existing programs (educational and other), projects, special events, exhibits, and grants.*
- 4) *Ensure proper collection and reporting of monies generated by programs and ensure that such monies are promptly turned over to the Treasurer.*

From the Policies and Procedures Manual - The responsibilities:

The Program Committee shall review proposed and current programs, other than staff-led programs, being held at Cromwell Valley Park (CVP) for suitability and inclusion in Park activities and also to evaluate their success for continuation. Programs will provide education, leisure activities, and arts and sciences that incorporate the general environmental theme of the Park.

Responsibilities:

1. Evaluate proposals for programs at Cromwell Valley Park.
2. Assist individuals and groups in planning for programs to be held on CVP property, to include:
 - a. completion of application forms (See Policies and Procedures Manual Section II, F: Programs, Projects and Initiatives Application, Review & Approval Process)
 - b. communication of requirements for Park use and any relevant permits
3. Review activity reports from outcome studies performed at CVP (e.g.: Habitat Restoration projects, Blue Bird Box study) and ensure that conclusions are shared with appropriate Park staff and Council Committees.
4. Evaluate Park programs, excluding staff-led programs, for budgetary and supply needs as well as potential future needs for other Council resources (e.g. funds, volunteers).
5. Complete an annual review of Council sponsored programs and submit a report for review by the Council Executive Board prior to the March Annual Meeting.



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PROFIT AND LOSS STATEMENT - DRAFT

CROMWELL VALLEY PARK COUNCIL

Profit and Loss
January 1 - March 7, 2021

	TOTAL
Income	
Receipts	
110 Dues	664.25
120 Donations	2,379.58
402 Internal Public Programs	220.00
Total Receipts	3,263.83
Total Income	\$3,263.83
GROSS PROFIT	\$3,263.83
Expenses	
B	
Council Expenses	
213 Office Supplies	50.05
250 Communications Committee	170.00
260 B&G Committee	2,030.95
Total Council Expenses	2,251.00
Total B	2,251.00
C	
Park Staff	
302 Education and Conference	34.93
312 Drinking Water	59.73
351 Animal Expenses Nature Ed.	20.40
Total Park Staff	115.06
Total C	115.06
D	
Park Programs	
402 Internal Public Programs	166.01
409 Credit Card Fees	105.35
Total Park Programs	271.36
Total D	271.36
Total Expenses	\$2,637.42
NET OPERATING INCOME	\$626.41
NET INCOME	\$626.41



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BALANCE SHEET - DRAFT

CROMWELL VALLEY PARK COUNCIL

Balance Sheet
As of March 7, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Bank of America - Checking	61,458.72
Bank of America Savings	46,179.81
PayPal	-296.94
Petty Cash - Animal Care	400.00
Petty Cash - NOWN	0.00
Petty Cash-Trail Committee	200.00
Total Bank Accounts	\$107,941.59
Total Current Assets	\$107,941.59
Other Assets	
Investments - Cert of Dep	0.00
Petty Cash	300.00
Total Other Assets	\$300.00
TOTAL ASSETS	\$108,241.59
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Restricted Funds	66.26
Accessible Trail	250.00
Camp Brain Balance	1,368.00
Deady Funds	12.05
Dog Waste Stations	118.46
Fort Garrison Funds	10,779.02
410 Fort Garrison	-2,125.65
Total Fort Garrison Funds	8,653.37
France-Merrick Lime Kiln Funds	-370.00
Friends of Cromwell Valley	939.52
Friends of Sherwood House	3,912.08
Gator Fund	14,742.59
Gator Fund Release	-14,742.59
Total Gator Fund	0.00
Koininia (Butterfly) Funds	480.05
Kubota Fund Donations	0.00
Merrick Bank Barn	590.00
Summer Camp Funds	292.63
Towson Rotary Trail for All	0.00
Weed Warrior Funds	748.61
Total Restricted Funds	17,061.03
Retained Earnings	-156,533.68
Unrestricted Balance	247,087.83
Net Income	626.41
Total Equity	\$108,241.59
TOTAL LIABILITIES AND EQUITY	\$108,241.59



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Ideas for Donations at CVP

<p>Bluebird Nesting Boxes \$250</p> <ul style="list-style-type: none"> • EcoTough Eastern Bluebird Nesting Box • 18" Wrap-Around Baffle • APS Mounting System • APS Large Stabilizer • Personalized Donation Name Plate • Labor / Shipping 	<p>\$65.00 \$28.00 \$62.00 \$20.00 \$35.00 \$40.00</p>	 <p>EcoTough® Eastern Bluebird Nesting Box Durable, attractive EcoTough® Eastern Bluebird house. 1-1/2" opening.</p>
<p>Dog Waste Station \$350</p> <ul style="list-style-type: none"> • Mutt Mitt Complete Waste Station • Personalized Name Plate 	<p>\$ 315.00 \$ 35.00</p>	 <p>400 2-Ply Mutt Mitts® with Kit</p>
<p>Personalized Bench \$900</p> <ul style="list-style-type: none"> • 5' Deluxe Inlay Personalized Bench • Includes 2 lines of <u>text</u> • Mounting System • Shipping • Parts and Labor Installation 	<p>\$ 750.00 \$ 30.00 \$ 75.00 \$ 45.00</p>	
<p>ADA Picnic Table \$1,355</p> <ul style="list-style-type: none"> • City Series Picnic Table • Shipping / Labor • Surface Mounting System Kit • Picnic Table Frame Protectors • Personalized Donation Name Plate 	<p>\$1,020.00 \$ 125.00 \$ 50.00 \$ 90.00 \$ 70.00</p>	



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DONATION IDEAS FROM PARK STAFF - FEBRUARY 2021

BREENA: COMMUNITY GARDEN

Park staff has been discussing details of a possible community garden in the future, which I heard that Kirk touched on in the last board meeting. There is still quite a ways to go with the approval/planning of it of course and we don't anticipate it having rent-able plots until 2022, but it would definitely be a huge help to have the council's assistance in raising some funds for it, if possible. The biggest expense I believe we're looking at is the tall plastic deer-proof fencing which will be needed for a ¼ acre. We also want to have 3ft tall metal fencing partially underground around the whole perimeter to prevent groundhogs burrowing underneath (this is how the Children's Garden is constructed too). After talking to Kirk, he figures that the two fences together wouldn't exceed \$2000 in price. Any assistance in getting close to this number would be greatly appreciated.

KIRK: KUBOTA

Yes I do as a matter of fact. I need another one of these. Currently the one you see me in is really necessary for me to get back and forth for prograding and other maintenance, patrol etc. These weekends are requiring crowd control as we approach spring and staff need their own down there at Willow Grove as much as I need this one up here for my needs.



3828 Washington Blvd, Baltimore, Maryland 21227
410-247-9600 800-759-7364 Fax: 410-247-4819

SALES QUOTATION

Sold to: Cromwell Valley Park / Kirk Dreier
2002 Cromwell Bridge Rd, Parkville, MD 21234

Date: 1/14/2021

tel:
fax:

Salesman: Eric Glenn
443-472-0904

Qty	Model	Description	Price
1	Kubota	RTV1100CWL-H Cargo Box Hydraulic Lift, 4 wheel drive Hydrostatic Transmission, Front Guard Factory spray inBedliner & HDWS Tires	List Price \$ 21,549.00 Pricing based off State Contract 001B0600307, 17.5% off list \$ (3,771.07) Total \$ 17,777.93
	K7591-99640	Back up Alarm	List Price \$ 143.00
	K7731-99620	Halogen Front Work lights	\$ 165.00
		Pricing based off State Contract 001B0600307, 6% off list	\$ (18.48)
		Total	\$ 289.52

Total Due: \$ 18,067.45

\$ -

Accepted by _____ Date _____
Prices firm for thirty days and may be subject to stock on hand



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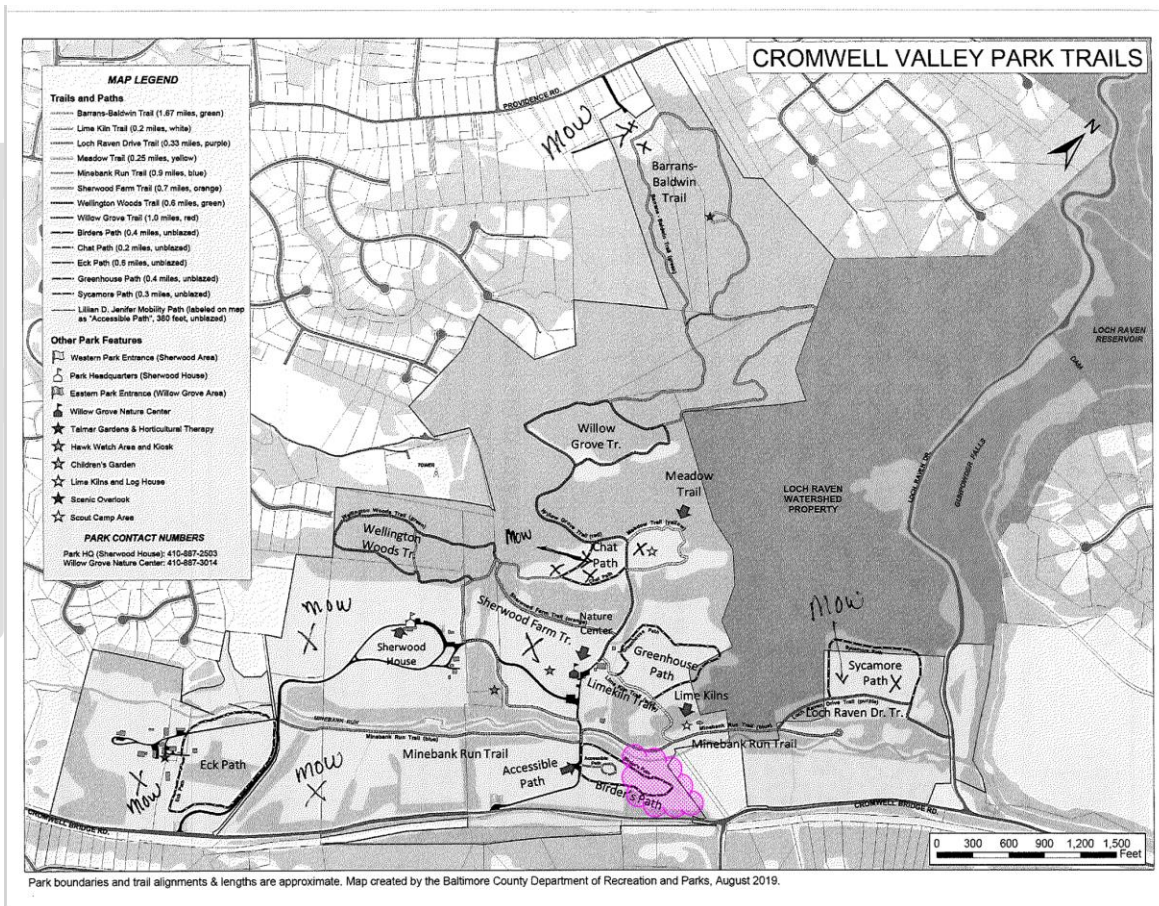
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Mowing Request Addition:

Blackberry overgrowth

From Wayne Skinner: One concern, on the Baldwin property the County mower may have some difficulty negotiating his tractor and pull behind bush hog near/around the saplings (most in plastic sleeves).

Kirk - I may have already mentioned this to you, but the ground crew did cut quite a few saplings (50-75?) in the Chat Trail area. We left them on the ground. The mower may want to go around this area. Part of this area is still thick with saplings.





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COMMUNICATIONS MARCH 2021 BOARD REPORT

SEE POWERPOINT

FINAL



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MEMBERSHIP MARCH 2021 BOARD REPORT

BOARD MEETING MONTH: March **YEAR:** 2021

REQUEST TO ADD ITEM TO MEETING AGENDA? Yes No

SUBMITTED BY: VOLUNTEERS Committee – KIM SHAPIRO

The tally of reported December volunteer hours for board members is shown below.

Volunteer Hours		
Last Name	Hours	Category/Event
Canoles	6	Communications, Bd meeting, etc.
Curtis	6	Bd. Meeting, etc.
Kedzior	10	Newsletter, Bd meeting
Rector	5	Bd meeting, etc.
Shapiro	16	Meeting min, Communications, Membership, etc.
Walsh	33	Communications, Fundraising, finance, Bd mtg., etc.
Yoffe	4	Board meeting, etc.
Novak	8	Communications, Board meeting,
All others	4	Bd meeting
92 total		

SUBMITTED BY: MEMBERSHIP Sub-Committee (Finance) – Kim Shapiro

CURRENT MEMBERSHIP DATA:

Total memberships

as of 2/7/21: 407

Last report (Jan): 389

New high-level members/donors:

Patron (\$250): Tyson Newton

Sustaining (\$100): Allison Jones

Donations with membership: Rick & Sharon Childs - \$85 above basic mem.
 Ronald & Loretta Davis – \$85 above basic mem.
 Laura Harris - \$75 above basic mem.
 Cathy Teixeira - \$50 above basic mem.
 Others: Dravis, N. Smith, Dolamore, Willison

Upcoming work – Membership renewal email and mail campaign



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PARK STAFF MARCH 2021 BOARD REPORT

Sr. Naturalist's Report

NOT SUBMITTED

FINAL



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2021 CVPC Meeting Dates

Voted Upon at November 9, 2020 Meeting

MEETING LOCATION: REMOTE via ZOOM or SHERWOOD HOUSE

DATE 2021	MEETING	Open to Public?	Time
Monday, January 11	Executive Board Meeting	Yes	7:00 p.m.
Monday, February 8	Executive Board Meeting (closed to Board only)	No	7:00 p.m.
Monday, March 8	Council Meeting (open to Public – Annual Meeting)	Yes	7:00 p.m.
Monday, April 12	Executive Board Meeting	Yes	7:00 p.m.
Monday, May 10	Executive Board Meeting	Yes	7:00 p.m.
Monday, June 14	Executive Board Meeting	Yes	7:00 p.m.
Monday, July 12	No Meeting		
Monday, August 9	Executive Board Meeting (closed to Board only)	No	7:00 p.m.
Monday, September 13	Council Meeting	Yes	7:00 p.m.
Monday, October 18 th (10/11 is Columbus Day)	Executive Board Meeting	Yes	7:00 p.m.
Monday, November 8 th	Executive Board Meeting (closed to Board only)	No	7:00 p.m.
Monday, December 13 th	Executive Board Meeting	Yes	7:00 p.m.



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CVPC Officers and Directors 4/1/21

Based on March 8th Election



Cromwell Valley Park Council

Executive Board Listing

Effective April 1, 2021

OFFICERS	Name	Email Address	Term
President	Abe Yoffe	President@cromwellvalleypark.org	April 2021 – March 2023
Vice President	Kim Shapiro	vicepresident@cromwellvalleypark.org	April 2021 – March 2022
Treasurer	Kristin McFaul	treasurer@cromwellvalleypark.org	April 2021 – March 2023
Secretary	Mia Walsh	mia@cromwellvalleypark.org	April 2021 – March 2022
DIRECTORS – Members at Large			
Director	Sya Buryn Kedzior	syakedzior@gmail.com	April 2020 – March 2022
Director	Bill Curtis	curtiswbc@gmail.com	April 2020 – March 2022
Director	John Canoles	espjic@aol.com	April 2019 – March 2021
Director	Joe Rector	Joe.rector@cromwellvalleypark.org	April 2020 – March 2021
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	Kim Shapiro	pnovak8525@aol.com	^
LEASEHOLDER REPRESENTATIVE			
Talmar	Kate Joyce	katejoyce@talmar.org	