

AGENDA

TRAIL'S END CAMP TRUSTEES

Thursday, January 11th, 2018 – 5 P.M.

UW Extension Office

Rescheduled 1-25-18

- 1) Call to Order
- 2) Minutes – November 30, 2017
- 3) Financial report
- 4) Public Comments/ Correspondence
- 5) Maintenance report
- 6) Old Business
 - a. Extension Committee report
 - b. Calendar
 - c. Chamber of Commerce meeting report
 - d. Update on ICAA representative
- 7) New Business
 - a. Open House planning
 - b. Loss of non-lapsing fund
 - c. Any other business relating to Camp
 - d. Next meeting
- 8) Adjourn

No quorum

This agenda has been prepared by Heather Towers Moreno of the Trail's End Camp Board of Trustees. Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals, through appropriate aids and services. For additional information or to request this service, contact Loren Beebe, County Clerk, 311 E. Miner Ave., Ladysmith, WI 54848 or phone (715)532-2100.

AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday February 22, 2018 – 5pm
UW Extension Conference Room

- 1) Call to order
- 2) Minutes – November 30th, 2017
- 3) Financial report- Dec/Jan
- 4) Pubic Comments/Correspondence -Dec/Jan
- 5) Maintenance report-Dec/Jan
- 6) Old Business
 - a. Extension Committee Report (Dec/Jan)
 - b. Calendar
 - c. Chamber of Commerce meeting report (Dec/Jan)
- 7) New Business
 - a. Open House planning update
 - b. Loss/Gain of non-lapsing fund
 - c. ICAA Member
 - d. Priority camp projects
 - e. Any other business relating to Camp
- 8) Next Meeting
- 9) Adjourn

This agenda has been prepared by Heather Towers Moreno, Chairman of the Trail's End Camp Board of Trustees. Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals, through appropriate aids and services. For additional information or to request the service, please contact Loren Beebe, County Clerk, 311 E. Miner Ave, Ladysmith, WI 54848 or phone (715)532-2100

Trails End Youth Camp Board of Trustees
February 22, 2018
Meeting Minutes

The meeting starts at 5:00pm at the Extension office

Present: Lenore Krajewski, Joe Baye, Christian Cold, Heather Towers Moreno and Andy Johnson.

Absent: Dave Nelson and Tom Hanson (excused)

The December 2017 meeting summary is reviewed. Lenore motions that it be approved. Joe seconds. Motion carries.

Public Comments: none

Financial report: Budget items and expenditures are reviewed and discussed. There are questions on the utilities variance (\$1073.93). Heather will check with Charmaine. Andy motions to table further discussion on the financial report until next meeting. Joe seconds. Motion carries.

Maintenance report: None

Old Business:

The Rusk County Farm/Home/Garden and Sport Show (March 24th) is discussed. The cost of a booth is \$85.00. Andy motions to have a booth at the event. Joe seconds. Motion carries.

The 2018 calendar is reviewed and discussed.

Discussion ensues regarding having an ICAA representative on the Trails End Youth Camp Board of Trustees. Heather will contact Jennifer Scheerer to discuss nomination of an ICAA representative.

New Business:

Priority projects for the Camp are discussed.

The shooting range berm project is being handled by Mike Nacez in Maintenance.

Roofing needs will be addressed by Mike and John.

The idea of installing porches on cabins is discussed. The trustees are in favor for a cabin upgrade and will continue discussion on this at the next meeting.

The recent restoration of monies to the TEC Non-Lapsing Fund is discussed.

The Trails End Youth Camp Board of Trustees expresses appreciation to the Rusk County Board for their action to maintain this fund in the continued custody of Trails End Youth Camp.

The Trustees will seek official assurance that these gift funds remain in a permanent (non-lapsing and dedicated) account for the Trails End Youth Camp.

Discussion of a proposed 2018 Trails End Open House continues.

It has come to the attention of the Trustees that the initial September 22nd Open House date conflicts with the Camp calendar. The new target date for the event is Saturday, October 6th, 2018.

An open discussion ensues where the Trustees consider potential cooperators and vendors for the Open House event.

Candidates discussed include Boy Scouts (Joe and Andy), naturalist presentation (Chris), Girl Scouts (Heather), KAMO, Bruce Historical Society, Wally's Saw & Gun, Bruce Librarian (Diane Weber), and Flag Retirement (Tom Mishod) and Foragers Harvest. Promotional efforts for the Open House will target public and media outlets (to be determined) including the Ladysmith Chamber of Commerce. Communities targeted include Ladysmith, Tony, Glen Flora, Bruce, Weyerhaeuser and Exeland,

The next meeting will be March 22, 2018 - 5:00 p.m. at the Extension office.

Future 2018 Trails End Trustee meetings:

(Thursdays) **April 26th** - 5:00pm at the Extension Office

May 24th - 6:00pm at Camp

June 28th - 6:00pm at Camp

The meeting adjourns at 6:25 p.m.

Submitted by C. W. Cold

AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday March 22nd, 2018 – 5pm
UW Extension Conference Room

- 1) Call to order
- 2) Minutes – February 22nd, 2017
- 3) Financial report
- 4) Public Comments/Correspondence
- 5) Maintenance report
- 6) Old Business
 - a. Extension Committee Report
 - b. Chamber of Commerce Report
 - c. Calendar
 - d. ICAA Member
 - e. February's Financial Report
- 7) New Business
 - a. Chamber of Commerce
 - b. Priority camp projects
 - c. Event Update
 - d. Any other business relating to Camp
- 8) Next Meeting
- 9) Adjourn

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Trails End Youth Camp Board of Trustees

March 22, 2018

Meeting Minutes

The meeting starts at 5:05pm at the Extension office

Present: Lenore Krajewski, Joe Baye, Christian Cold, Heather Towers Moreno, Donna Wishowski and Andy Johnson.

Absent: Dave Nelson and Tom Hanson.

The February 2017 meeting minutes were reviewed. Joe motioned that it be approved as printed. Andy seconded. The motion carried.

Public Comments: none

Financial report: The current financial report was reviewed. The previous concern over the budget overrun was reported (by Charmaine) as being attributed to LP and sanitation costs.

Maintenance report: None

Old Business: The 4H Camp Committee is interviewing candidate representatives.

They hope to have a new person on-board in April (or June if a college student).

As Tom was absent, there was no Extension Committee Report.

New Business:

The group discussed Priority Camp projects/needs:

- Assessment of small bridge

- A thorough assessment of roof conditions.

- The installation of cabin porches.

- Gravel for roadways and a pavilion

- Status of proposed (and presumably ordered) shooting berm. (Mike N.?)

TEC was the Organization of the Month with (*very-professionally done*) promotional adds repeatedly aired on WLDY radio in March.

The 20218 TEC Open House was discussed. Currently, Boy and Girl Scouts, WDNR (Chris) and KAMO activities are planned.

A brief discussion ensued regarding grants and their process (requires County Board approval). Heather agreed to proceed with a Rusk 365 application.

The next meeting will be April 26th, 2018 - 5:00 p.m. at the Extension office.

Future 2018 Trails End Trustee meetings:

(Thursdays) **May 24th** – 6:00pm at Camp

June 28th – 6:00pm at Camp

The meeting adjourned at 6:06 p.m.

Submitted by C. W. Cold

AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday April 26th, 2018 – 5pm
UW Extension Conference Room

- 1) Call to order
- 2) Minutes – March 22nd, 2018
- 3) Financial report
- 4) Public Comments/Correspondence
- 5) Maintenance report
- 6) Old Business
 - a. Extension Committee Report
 - b. Chamber of Commerce Report
 - c. Calendar
- 7) New Business
 - a. ICAA Representative
 - b. Priority Projects
 - c. Advertising
 - d. Event Plans
 - e. Any other business relating to Camp
- 8) Next Meeting
- 9) Adjourn

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Trails End Youth Camp Board of Trustees

April 26, 2018

Meeting Minutes

The meeting starts at 5:01pm at the Extension office

Present: Lenore Krajewski, Joe Baye, Tom Hanson, Dave Nelson, Christian Cold, Heather Towers Moreno, Donna Wishowski, John Ducommun, Andy Johnson and McKenzie Morgan.

The March 2018 meeting minutes were reviewed. Joe motioned that it be approved as corrected (County Board interviewing 4-H applicants). Heather seconded. The motion carried.

Public Comments: none

Financial report: none

Tom discussed Extension Committee meeting and produced estimates for proposed priority projects (metal roofs).

Chris will get shooting range guidelines to Tom ASAP.

Heather indicated that it is too late to apply for the Rusk 365 Grant.

Business card designs were reviewed and discussed.

Heather will contact JC's regarding advertising (Trifold Paste Board placement) at Weyerhaeuser, Bruce, Ladysmith events (Sheldon Fair, Tony Days, Log Cabin Days, Dairy Breakfast).

The 2018 TEC Open House was discussed.

To date, station cooperators include KAMO, Bruce Historical Museum, Foragers Harvest (hike), a mushroom hike and a wildlife presentation.

John is scrambling to get the Camp ready for the season. (Bruce group arrives on May 6th).

The next meeting will be May 24th, 2018 - 6pm at the Camp.

The meeting adjourned at 6:00 p.m.

Submitted by C. W. Cold

AGENDA

TRAIL'S END CAMP TRUSTEES

Thursday, May 24, 2018 – 6 pm

At Camp

- 1) Call to order
- 2) Minutes – April 26, 2018
- 3) Financial Report
- 4) Public Comments/Correspondence
- 5) Maintenance report
- 6) Old Business
 - a. Extension Committee Report
 - b. Chamber of Commerce Report
 - c. Calendar
- 7) New Business
 - a. Advertising
 - b. Event Plans
 - c. Any other business relating to camp
 - d. Walk through of camp
- 8) Next Meeting
- 9) Adjourn

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Trails End Youth Camp Board of Trustees

May 24, 2018

Meeting Minutes

The meeting starts at 5:00pm at the Camp

Present: Lenore Krajewski, Joe Baye, Christian Cold, Heather Towers Moreno, John Ducommon (and wife Delores), Andy Johnson, Andy Albarado and McKenzie Morgan.

Absent: Dave Nelson, Donna Wishowski and Tom Hanson.

April 2018 meeting minutes were reviewed. Lenore motioned that it be approved. Joe seconded. The motion carried.

Public Comments: none

Financial report: none

Maintenance:

Andy Albarado has assumed maintenance (supervisor) responsibilities.

He is looking at Camp needs.

The bridge looks OK but will be inspected.

Funding needs for roof maintenance (Ebling, Kitchen and Dining Hall) will be submitted to the County Board via a cost-proposal process.

Advertising:

Business cards have been ordered.

A tri-fold board is being worked on by Heather.

It will be used at Dairy Breakfast, Log Cabin Days, Blue Grass Fest and Blue Hills Fest.

Open House - Saturday, October 6th, 2018:

There will be two groups of Girl Scouts (Day Camp and Bruce).

Heather will contact Luke Clink (Ladysmith News) for event promotion.

We need a volunteer spokesperson for WLDY promotion.

The next meeting will be June 28th, 2018 - 6:00 p.m. at the Camp.

The meeting adjourned at 6:45 p.m.

Submitted by C. W. Cold

6-28-18

AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday June, 2018 – 6pm
Trails End Camp

- 1) Call to order
- 2) Minutes – May 2018
- 3) Financial report
- 4) Public Comments/Correspondence
- 5) Maintenance report
- 6) Old Business
 - a. Extension Committee Report
 - b. Chamber of Commerce Report
 - c. Calendar
- 7) New Business
 - a. Advertising
 - b. Event Plans
 - c. Any other business relating to Camp
- 8) Next Meeting
- 9) Adjourn

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Trails End Youth Camp Board of Trustees
June 28, 2018 Meeting Minutes

The meeting starts at 6:00pm at the Camp

Present: Lenore Krajewski, Joe Baye, Christian Cold, Tom Hanson, John Ducommon, Andy Johnson and Donna Wishowski.

Absent: Dave Nelson, Heather Towers Moreno and McKenzie Morgan.

The May 2018 meeting minutes were reviewed. Lenore motioned that it be approved. Andy seconded. The motion carried.

Public Comments: none

Financial report: none

Maintenance (John):

Camp use activities and TEC Calendar were reviewed.

Roads have been graded.

The rifle range berm has been seeded and is filling-in nicely.

Two shooting benches have been obtained.

New mulch is in at the flagpole.

We need (designated) smoking areas.

The kitchen floor is wearing and needs to be addressed.

Extension Committee report (Tom):

Andy has evaluated our roofing needs and expressed this to the County Board.

The issue now goes to Finance & Property Committee with a target completion of late fall 2018.

New Business: A "Ga-Ga Ball" area is being designated.

Advertising (Heather as related by Lenore):

TEC business cards are in.

Heather is working on the 2018 TEC Open House (Saturday, Oct 6th) schedule.

Lenore has talked to Luke (Ladysmith News).

Joe discussed a radio new- release. (*We need a spokesperson to promote the event.*)

The TEC Trustees inspected the Rifle Range improvements and found it satisfactory.

The next meeting will be July (?), 2018 - 6:00 p.m. at the Camp.

The meeting adjourned at 6:55 p.m.

Submitted by C. W. Cold

TRAIL'S END BOARD OF TRUSTEES

JULY 30, 2018

AT CAMP

CALL TO ORDER

MINUTES

PUBLIC COMMENT

FINANCIAL REPORT

MAINTENANCE REPORT

OLD BUSINESS

- EXTENSION COMMITTEE REPORT

- CHAMBER OF COMMERCE REPORT

- CALENDAR

NEW BUSINESS

- KAMO THANK YOU LETTER

NEXT MEETING

ADJOURN

Trails End Youth Camp Board of Trustees

July 30, 2018 Meeting Minutes

The meeting starts at 6:00pm at the Camp

Present: Joe Baye, Christian Cold, Heather Towers Moreno, Tom Hanson, John Ducommon and Donnisa Wishowski.

Absent: Lenore Krajewski, Dave Nelson, Andy Johnson, and McKenzie Morgan.

The June 2018 meeting minutes were reviewed. Joe motioned that it be approved as corrected (add Donna as present). Donna seconded. The motion carried.

Public Comments: none

Financial report: none

Maintenance (John):

No negative reports (other than one parent complaint of ceiling graffiti in cabin).

John relates recent events:

Lassie wedding – broken ping pong balls, missing paddle and pots and pans with holes shot in them.

Martin reunion- excellent clean-up

4-H summer camp – “fair” clean-up

Scouts- good clean-up

Chamber of Commerce – good clean-up

The hood fan on the oven needs fixing.

Carissa Stewart (summer help) has been doing an outstanding job! Her last day is August 30th.

The dining hall, kitchen and Ebling roofs have been itemized (in the top 6) of 2018 Repair Cost proposals.

Scheduling “bottlenecks” were discussed. John will continue to work with Charmaine in coordinating Camp schedules.

Extension Committee report (Tom):

Tom will report on the berm at the meeting tomorrow (7/30). Heather and John will attend.

New Business: Donna suggests a thank you letter should be generated for KAMO efforts in the berm construction. Joe will check on how this will be addressed.

Joe announced that Heather wishes to resign as Chair of the TEC Trustees.

He suggested that we retain Chris as Secretary, retain Heather as event planner and approach Lenore for her interest in becoming “interim Chair” until a new Chair is recruited. Tom was receptive to filling the Vice Chair position. We will take this up at the next meeting.

The next meeting will be August 23, 2018 - 6:00 p.m. at the Camp.

The meeting adjourned at 6:48 p.m.

Submitted by C. W. Cold

AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday, August 23, 2018

Trails End Camp
6 PM

- * Call to Order**
- * Minutes – July 30, 2018**
- * Public Comments/ Correspondence**
- * Maintenance report**
- * Old Business**
 - * Extension Committee report**
 - * Chamber of Commerce meeting report**
 - * Progress on Open House**
 - * Officer changes**
 - * Thank you to KAMO**
- * New Business**
 - * Any other business relating to Camp (if any of you have items, email Charmaine to create an Addendum)**
- * Next meeting**
- * Adjourn**

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Trails End Board of Trustees: meeting minutes for August 23, 2018

Present: Lenore Krajewski, McKenzie Morgan, David Nelson, John Ducommon, Tom Nelson, Heather Towers Moreno, Joe Baye Absent: Chris Cold, Donna Wishowski, Andy Johnson

The meeting was called to order at 6:00p.m. by Lenore Krajewski.

The minutes of the July meeting were read and approved on a motion by Tom Hanson with a second by Dave Nelson.

There were no public comments or correspondence.

Maintenance Report: John Ducommon gave out and explained a printed report. The holding of a deposit until the "Cleanup Report" is turned in was discussed. It was noted that K.A.M.O. was not involved with the building of the shooting berm at camp. The swimming markers have been pulled out.

Old Business:

Extension Committee report: Joe and Tom were at the meeting. The change in officer positions on the Trails End Board was explained. The roofs at camp were discussed. The dining hall may be done in steel.

Chamber of Commerce meeting: No one was able to attend.

Progress on Open House for October 6, 2018 was discussed.

We reviewed the officer changes for the T.E. B. L. Krajewski will move to Chairperson and T. Hanson will become Vice- Chairperson. A motion was made by Joe Baye and seconded by Tom Hanson to approve these changes. It passed.

Evaluations were reviewed: They were very positive.

New Business:

There was discussion of officer elections to be held in September.

A letter of recommendation for Karissa Stewart based on her cooperation and hard work will be written by Heather Towers Moreno.

The next meeting will be Thursday, September 27, at T.E.C. at 6:00p.m.

Submitted by Joe Baye

**AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday, September 27, 2018**

**Trails End Camp
6 PM**

No quorum

- * Call to Order
- * Minutes – August 23, 2018
- * Public Comments/ Correspondence
- * Maintenance report
- * Old Business
 - * Extension Committee report
 - * Chamber of Commerce meeting report
 - * Progress on Open House
- * New Business
 - * Any other business relating to Camp (if any of you have items, email Charmaine to create an Addendum)
- * Next meeting
- * Adjourn

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AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday, October 25, 2018

Extension Office
6 PM

- * **Call to Order**
- * **Minutes – August 23, 2018, notes Sept. 27**
- * **Public Comments/ Correspondence**
- * **Maintenance report**
- * **Old Business**
 - * **Extension Committee report**
 - * **Chamber of Commerce meeting report**
 - * **Reschedule Open House?**
- * **New Business**
 - * **Policy for early arrival/set-up. Possible additional fee.**
 - * **Approval of new/continuing Trustees**
 - * **Elections**
 - * **Any other business relating to Camp (if any of you have items, email Charmaine to create an Addendum)**
- * **Next meeting**
- * **Adjourn**

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Trails End Youth Camp Board of Trustees

October 25, 2018 Meeting Minutes

The meeting starts at 6:00pm at the UWEX Office

Present: Joe Baye, Christian Cold, Tom Hanson, John Ducommon, Donna Wishowski, Charmaine Riddle, Andy Johnson, McKenzie Morgan, Dave Nelson, Lenore Krajewski and Jim Menard (Troop 56 - Bruce Scouts).

Absent: Heather Towers Moreno (excused).

The August 2018 meeting minutes were reviewed. **Donna motioned** that it be approved. Andy seconded. The motion carried.

Public Comments: Camp client evaluations were reviewed. Generally favorable results.

Financial report: The TEC Financial Report (9-25-18) and Detail Ledger for Period 1/1/2018- 9/25/2018 was reviewed and discussed.

Maintenance (John):

TEC Trustees reviewed an info packet prepared by John.

Packet included the following documents:

- End of Season Closure process document
- TEC Fuel Usage 2018 (w/2014-2018 comparisons).
- Caretaker Checklist (for future reference)
- Improvements/Comments re:2018 (highlighting needs)
- Comments on May 3, 2018 Inspection Report
- Comments on Hours Worked -vs- hours paid (for future reference)

Trustees appear in agreement that John's performance of duties has been exemplary.

John related the performance of Camp clients for this season, indicating that most were satisfactory.

The Campion reunion clients, however, exhibited unsatisfactory performance:

"Cleanup scale 5.5 (1-10) Dogs unleashed, picnic tables and fire buckets not returned to original locations. Spill not cleaned up in Ebling. Tables not put away. Broken light bulb and dog poo in Dining/Kitchen area. Vomit by entrances to Tamarack and Hemlock cabins, screen torn in Maple cabin porch."

The Campion security deposit was returned without penalty. Charmaine will contact the party and explain the issue with their performance (and TEC expectations) prior to their rescheduling a 2019 family reunion.

Old Business:

Tom reported to the Extension Committee that the Camp has been winterized.

No TEC representation at the last Chamber of Commerce meeting.

A **2019 TEC Open House** event will be discussed, and a determination will be made at a future meeting.

AGENDA
TRAIL'S END CAMP TRUSTEES
Thursday, December 13, 2018

Extension Office
6 PM

- * Call to Order
- * Minutes – Oct. 18
- * Public Comments/ Correspondence
- * Financial/Maintenance report
- * Old Business
 - * Extension Committee report – November
 - * Chamber of Commerce meeting reports
- * New Business
 - * Chamber renewal
 - * Display case
 - * Memorial for Dave
 - * Any other business relating to Camp (if any of you have items, email Charmaine to create an Addendum)
- * Next meeting
- * Adjourn

No quorum

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Trails End Youth Camp Board of Trustees December 13, 2018 Meeting Notes - No Quorum

The meeting starts at 6:08pm at the UWEX Office

Present: Christian Cold, Tom Hanson, Andy Albarado, Lenore Krajewski and Jim Menard.

Absent: Heather Towers Moreno, McKenzie Morgan, Donna Wishowski and Joe Baye (excused).

The October 2018 meeting minutes were reviewed. Jim motioned that it be approved. Tom seconded. The motion carried.

Public Comments: none.

Maintenance:

Andy reports that we were able to utilize revenue for faucets in kitchen, a used commercial freezer, 25 mattresses, a shower curtain and LED bulbs.

New Business:

Lenore reports that Charmaine has sent a letter to the Campion family regarding their performance at the 2018 retreat.

The 40 acre donation to TEC was discussed. \$680.98 was paid in property taxes. From this point-on, the acreage will be exempt County property.

Andy reports that new roofing is in for 2019 capital development project.

We discussed securing the display case at the visitor center.

We discussed a memorial for Dave Nelson. It was agreed that a bench would be appropriate. Andy will secure the lumber and hardware with 2018 funds before they lapse.

We discussed a lunch for the Chamber of Commerce. We will continue this discussion (tabled) until next meeting.

The next meeting will be January 24, 2019 - 6:00 p.m. at the UXEX office.

The meeting adjourned at 6:48 p.m.

Submitted by C. W. Cold