

LLPA Board Meeting 1/16/23

In attendance: Byron Crouse, Sage Dunham, DJ Ehrike, Megan Mader, Jeff Linkenheld, Brian Halloran, Steve May, Joan Rivard, Joe Thrasher, Sandy Campbell and Donnie Marker

Byron: call to order at 4:03

APPROVAL ON MINUTES: December minutes accepted as submitted.

FINANCIAL:

Presented by Byron C.

Discussed – Motion to approve as presented by Steve May, seconded by Sandy Campbell.

Motion passed.

LAKE CONSULTANT UPDATES (Megan Mader)

New website launched – if you have edits or suggestions on links send to Megan or Brian. Currently there have been 20 donations made on the website. All board members should encourage LLPA members to visit the website.

Megan: Will send email to Education Committee about Jan/Feb events and reach out to Todd about checking out on website and checking the credit charge cost.

2023 Plan Highlights

Website launched

Review website for edits – send list of edits/suggestions to Brian or Megan

Promote the website

Encourage online donations

Google Suite launched

Review Google Suite

Add relevant documents

- Send suggestions to Brian or Megan for documents to be added

Hunt Hill basement cleaning – Thurs 10:00 AM

Fish Sticks final logistics in February

Fish Sticks installation weather dependent - Randy K

Grant awarded (\$30,000)

Megan continues drafting plan narrative under grant contract and the

Surface Water grant professional services agreement with NWRPC Introduce apps like Seek and iNaturalist to the board and plan educational session for LLPA members.

COMMITTEE REPORTS

Education Committee:

Long Lake on Tap planning.

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Operations Committee:

Update the site that includes LLPA Committees to include the names of their members. Jim and Rich to be added to this committee; and they will continue working on the logistics.

Byron: Megan was able to update committee members on the website very quickly; if you find errors to be corrected on the website, please reach out to Brian & Megan.

Steve: Once we have things figured out, we will write a procedures to add to the book.

Joe asked if someone was keeping up the website? He stated that no minutes or newsletters or resources links are there.

Brian stated that he and Megan can work to provide training so that everyone is able to upload items.

Steve: Asked that edits be sent to the Operations Committee so we can keep track of what CCS is doing.

Brian: Responded that we can edit text and upload things, CCS will be needed for more of the complicated things i.e., moving things around.

Byron asked Brian to get Barb access to be able to upload minutes if she is still willing to do that.

Byron asked Steve any updates on Google Suites? All board members have reading privileges and committee chairs have editing privileges.

Steve indicated the need to develop a donations and membership reconciliation process for Stripe.

Joe explained the current process has Joe or Steve collecting the mail, it then gets entered into a spreadsheet exactly as the member has put it on the envelope, Joe has been taking each deposit and entering it into a separate spreadsheet and putting it into each category for a running total of what category people are donating to. Teresa needs that spreadsheet so she knows where to put everything; Joe would like to be sure that what is reported reflects what the member wished to donate to.

DJ asked if those could now be done in Google Sheet and Joe agreed that they could.

Brian will send Joe the addresses for extra calendar sales he has from the website so Joe can send those out.

Steve asked if Randy is getting that if the reports come weekly and Brian indicated yes.

Brian can pull reports for any time on the website and he can see what people are donating and the information for where that money is tied to.

Steve: Believes that we should be able to restrict those reports on the Google as needed.

DJ: All the reports should be in a single spreadsheet in Google, it should not all be spread out so it's not on one person's computer anymore. It should be accessed through the cloud and it seems like we have been doubling the work.

Joe: It's a lot of work, who is going to do it all?

Steve: We can get the relevant people together to figure out who is going to do all of it; we can do that outside of this meeting.

Steve: We will be trying to use Google Suites on the next email blast.

Byron: Lots of exciting things going forward and things are going smoothly considering we just launched the new website.

Education/Communication

Joe: could use more help on calendar next year and he needs ideas for the spring newsletter.

SCBC

DJ: We have people willing to have meetings, and we are looking to start booking meetings in spring and summer.

Sandy asked Joe would it be helpful if we started working on the next calendar right away.

DJ indicated that we can have something on the website to get people involved in different areas and contributing to the calendar.

Jeff said SCBC did not meet in January due to scheduling conflicts and he is working on figuring out a better time to meet.

Sandy noted that in February they will meet on the first Tuesday still but that it will change going forward.

OLD BUSINESS

Board Insurance

Brian: We do have board insurance in place now and that is paid and in effect.

Steve: Regarding merchandise sales, we were delayed having a merchandise order placed because of the merchant.

NEW BUSINESS

None

ADJOURN @ 4:59

Next meeting: February 20