

Trumbull Nature Commission – March 16, 2016

Trumbull Nature Commission
Wednesday, March 16, 2016
7:00 pm
Long Hill Conference Room

Present: Chairman, Nancy Gottschalk; Vice-Chairman Barbara Pezzullo; Commissioners Nancy Wentworth and Jeffrey Kunkel

Also Present: TNAC Director Kevin Malone

The meeting was called to order at 7:00 pm by Chairman Gottschalk, followed by the Pledge of Allegiance.

Public Comment

No public Comment.

Past Minutes

Mrs. Pezzullo noted on Page 2, paragraph e – should read “Frightened Frog”. Motion was made by Mrs. Wentworth, seconded by Mr. Kunkel, to approve the minutes of February 17, 2016 as amended. Approved unanimously.

Report from Board of Directors of TNAC

Mr. Malone provided a Buildings & Grounds Report to the Commission. He noted several of the projects listed had been taken care of by the Town including the repair of the front door, repair of the ramp, removal of old windows from the basement, removal of the tree on the south side of the building, repair of the motion detector system, removal of junk from the basement, repair of steps to rear entrance of building and repair of cutters over the door. One item pending is the telephone services/wi-fi. Mr. Kunkel noted he spoke with Mrs. Pires regarding the telephone system. It seems the budget will only support a telephone system or wi-fi but not both. Mr. Malone noted it is important for the Center to have an answering machine or voice mail system but it is unknown what the Town’s Charter phone system provides. Mr. Malone will speak with the IT Department to see what type of service is available to the Nature Center through the Town.

An updated report of Promotions, Marketing and Programs was distributed. Mr. Malone noted Mark Ceneri has done several in-school field trips with many scheduled for April and May. He also noted several programs are scheduled for April, May and June.

Mr. Malone noted the First Selectman and the Board of Finance asked questions regarding the Center at their budget meetings. At the last Patrons meeting, the annual report was finalized and a copy was

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presented to the First Selectman, the Board of Finance and the Finance Director which answered the questions during these meetings. End-of-the-year financials were also provided to them.

Mr. Malone provided financials through March 15, 2016 to the Chairman.

Old Business

1. Meetings with Directors of Finance and Public Works – Mr. Kunkel stated he met with Mr. John Marsilio regarding the building and property. Mr. Marsilio noted there is not much funding available in the remaining budget. However, several projects had been completed as mentioned in Mr. Malone's report. He spoke with Mrs. Maria Pires regarding the telephone/wi-fi situation. She noted there is only \$400 in the budget to cover telephone/wi-fi and the Center will need to decide what they want. It may be necessary to keep the telephone because of the alarm system in the building. Mr. Malone will continue to investigate.
2. Meeting with Chief of Staff – Mrs. Gottschalk noted she spoke with Mrs. Lynn Arnow regarding the building and grounds list. Many of the items have been completed as previously noted. Mrs. Gottschalk raised the question of whether the Nature Center would remain in its present location but did not receive a definite answer. She emailed the First Selectman and Mrs. Arnow responded that the Town hired an individual to assess the needs of various departments within the town. The Nature Center is on this list and until the assessment is completed, there is not a definite answer.
3. Long Hill Garden Club Update – Mrs. Pezzullo noted the Club will be doing a walk of the Nature Center property on March 23 to see what needs to be addressed. She stated the Club is considering Old Mine Park or Nichols Park for the planting of the oak tree since it is uncertain if the Nature Center will remain in its current location. Eleven members have been recruited to work on the gardens on a rotating schedule. Mr. Malone stated the master gardener they have been working with may also be available on March 23 to help answer any questions. Mr. Kunkel noted he would like to have a work party to power wash the building and seal the deck and picnic tables. This project has been approved by Mr. Marsilio.
4. Policies – Mrs. Wentworth provided policies from the Senior Center. It was agreed to review these policies and use them as a basis for the Nature Center. Policies included fire emergencies, fire evacuation, medical emergencies, gas leak, power failure and weather related. Also discussed were policies addressing security, blood borne pathogens, behavior, and use of the facility. Mrs. Gottschalk noted Mrs. Arnow had indicated the use of the Nature Center would be similar to the use of the Helen Plumb Building by community groups, not individuals. It was agreed policies should be written for safety and conduct.

New Business

No New Business.

Next Meeting

The next meeting is scheduled for April 20, 2016 at 7:00 pm in the Long Hill Conference Room.

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Adjournment

There being no further business, motion was made by Mr. Kunkel, seconded by Mrs. Wentworth, to adjourn the meeting at 8:04 pm.

Respectfully submitted,

Barbara Crandall
Clerk

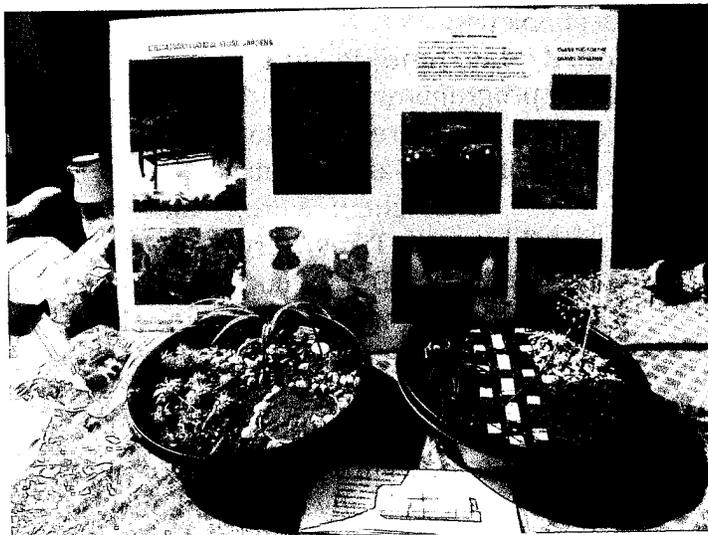
These minutes are considered a draft until approved at the next meeting of the Trumbull Nature Commission.

Patrons of TNAC March 2016
Promotion and Marketing, and Programs Report

Promotion and Marketing

I. Promotion

- a. Mini Fantasy Garden and Geocaching Programs
 - i. Promoted on TNAC's Facebook page, and Moms of Trumbull group page
 - ii. Featured on TNAC Website
 - iii. Submitted to Trumbull Times, CT Parents Magazine, online blogs
 - iv. Photo from Mini Fantasy Garden along with copy, submitted to the Trumbull Times. Below isn't the submitted photo, but an example of the gardens:



- b. SLECA (Teen Group) Easter Egg Hunt
 - i. SLECA created a flyer that was distributed in town and posted in Facebook groups
 - ii. Included in TNAC Website
- c. Spring Flyer
 - i. A spring programs promotional flyer is in development, and is tentatively scheduled to be distributed to schools and town locations before April 11th (Trumbull school's spring break)

Programs

I. One Book One Town/TNAC March Programs

- a. Mini Fantasy Garden – March 13, 2016
 - i. There were a total of 48 participants in the program
 - ii. 7 volunteers helped run the program

- iii. We received positive feedback, and everyone seemed to enjoy making their own mini gardens, with succulents, spider plants, natural decorations and toy animals
 - iv. The Patrons received \$32 in donations from attendees
 - v. The Patrons received a \$300 donation from the Trumbull Library System towards payment for the materials used in the mini gardens
 - b. Geocaching Adventures – March 19, 2016
 - i. As of 3/14/16, there are 51 registrants
 - ii. The parks permit is in hand, and program is set to go
- II. Student Leadership (SLECA) Easter Egg Hunt – March 12, 2016**
 - a. The teens in the group hid approximately 1000 eggs on the TNAC grounds
 - b. There were well over 100 attendees, with a final count to come
 - c. The program was praised by several people on the Trumbull Moms Facebook page
- III. Spring (April/May/June) Programs**
 - a. Spring programs are currently in development. The following programs are being considered/developed:
 - i. Long Hill Garden Club
 - 1. Frightened Frog – More details TBD
 - ii. Hikes with Tikes/Vernal Pools: April 23
 - iii. Beginner’s DSLR Photography: April 24
 - iv. Stargazing with the Astronomical Society of New Haven: April 30
 - v. Trumbull Community Women’s Shredding Day: May 21
 - vi. Fishing 101: May 22
 - vii. Archery: June 4
 - viii. Adventures in Edible Plant Foraging: June 18
 - ix. The Great Firefly Roundup!: June 24

Submitted by Sheryl Baumann 3-14-16