

# Trumbull Nature Commission – April 20, 2016

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Trumbull Nature Commission  
Wednesday, April 20, 2016  
7:00 pm  
Long Hill Conference Room

**Present:** Chairman, Nancy Gottschalk; Vice-Chairman Barbara Pezzullo; Commissioner Nancy Wentworth

Also Present: TNAC Director Kevin Malone

**Absent:** Jeffrey Kunkel

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**

Motion was made by Mrs. Wentworth to approve the minutes of March 16, 2016 as written. Seconded by Mrs. Pezzullo and approved unanimously.

## **Report from Board of Directors of TNAC**

Mr. Malone discussed the following:

1. Provided an updated report of Promotions, Marketing and Programs which included the flyer sent to the elementary school students. He noted registrations have been received for some programs already. It was noted the Long Hill Garden Club would like to put some information in the display area to educate the public about some of the projects and programs.
2. Winter field trips were reviewed. It will become busier starting April 29 with several trips scheduled through the beginning of June with one additional trip being finalized.
3. Additional help for the field trips is being recruited as a backup in the event additional staff is required or the instructor is unable to come in as in an emergency. Mr. Malone has contacted Southern Connecticut State University and Fairfield University to recruit help and is also looking online for people interested in nature center activities. It was also suggested that the Audubon may be a source for leads.
4. Summer camps are being booked. Mr. Malone is also working with the schools to set up some programs.

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## Old Business

1. Long Hill Garden Club visited the Nature Center. Several Club members met with Mr. Malone who was available to answer questions about the Center. Mrs. Pezzullo noted Mr. Dmitri Paris met with the Club and felt the oak tree should be planted in the Abraham Nichols Park or Old Mine Park. This would be a part of the monarch butterfly way station. Another station is being developed at Jane Ryan Elementary School. One concern of the Club was the removal of the fence around the butterfly garden. They are looking for input from Mr. Malone and the Patrons about putting a new fence around the area to discourage the animals. Mr. Malone will discuss this with the Patrons but he felt that any type of fence the Club wanted to install would be acceptable. He suggested they confer with Meg Barnes, Master Gardener and Virginia from the Garden Club for further information. Mr. Malone also noted that Mr. Amore is working on volunteer days and perhaps the installation of a fence could be coordinated during these days when additional help would be available.
2. Policies for the Center were discussed. It was noted there would be two sets of policies – one for the Patrons using the Center and another for outside organizations who want to hold events at the Center. Various procedures were discussed including who approves the usage, waivers, signatures required, cleaning the facility, posting of procedures in case of emergency and general information to be included. The Patrons would receive the request through the website – [info@trumbullnatureandartscenter.org](mailto:info@trumbullnatureandartscenter.org) – and this request would be forwarded to the TNAC Commission as information as to what is happening at the Center. All organizations would then be provided with the appropriate paperwork to be completed. The commissioners will begin to develop the policies for the next meeting.
3. Background checks were briefly discussed for instructors at the Center.

## Action Items

1. Mrs. Gottschalk will speak with the town about the following:
  - a. fire alarm at the Center
  - b. security system
2. Mr. Malone will address the rangers on a number of items related to the Center.

## Adjournment

There being no further business, motion was made by Mrs. Pezzullo to adjourn the meeting at 8:30 pm. Seconded by Mrs. Wentworth and approved unanimously.

Respectfully submitted,

Barbara Crandall  
Clerk

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