

**Timber Hill Restoration Coalition  
Meeting Minutes  
June 12, 2006**

**Call to Order:** The meeting of the THRC was called to order on June 12, 2006, at 3:35 PM by Kris Roselle. The meeting was held at the Timber Hill Reservable Area in Wagon Wheel Lodge.

**Attendance:** Jason Henry - P, Laura Koeninger - A, John Lawson - P, Christine Maticic - P, Patti McDonald - P, David Robertson - P, Kristine Roselle - P, Jason Boerger – P

**Approval of Minutes:** Minutes of the May 8, 2006 meeting of the THRC Board of Director's were reviewed and a motion to accept was made by John Lawson and seconded by Christine Maticic.

**Introduction of New Board Member:** Kris Roselle introduced Patti McDonald as a candidate for membership on the board. A motion to approve Patti McDonald as a board member replacing Vicki Ryan was made by Christine Maticic and seconded by Jason Henry. Christine Maticic then moved to nominate Patti McDonald as secretary and the motion was seconded by John Lawson.

**Timber Hill Clean Up Day:** Kris Roselle reported that the trail to the creek was cleared and mulched. The honeysuckle was trimmed from the tent units and around the latrines. The flower bed in front of the lodge was weeded and mulched. A tree that had fallen onto the kitchen shelter in Cricket Crest was removed. A few memberships were sold with the new members receiving free t-shirts donated by Jason Boerger. Lunch was served to all volunteers. A motion to donate the leftover cans of pop to the Girl Scout Day Camp was made by Kris Roselle and seconded by Christine Maticic. Kris sent an article and a picture taken at the work day to the Journal News.

**Job Descriptions:** Christine Maticic recommended adding a bi-yearly audit to the treasurer's job description. She also recommended that a review of the financial records be done prior to a new treasurer taking office. A discussion was held as to who should do the audit of the records. It was suggested that a board member with no signing privileges conduct the audit.

**Financial Plan:** Jason Henry suggested the funds for the new lodge be removed from the financial plan. A discussion was held about the funds for a clean up day. Jason Boerger said the tasks completed at the work day could be done each year in the spring. John Lawson stated there is no reason to include donations from the Eagle Scout projects now. It was suggested that the Paint Buildings and Re-roof Buildings categories be removed as that would be part of the Metro Parks budget. Jason Henry and John Lawson will work on a cash flow chart. Jason Henry will investigate the proper way to handle "in kind" donations. Kris Roselle and Jason Henry will work together on the financial plan.

**Logo:** A discussion was held about which spelling was correct, “Timber Hill” as used by the THRC on legal documents, or “Timberhill” as used by Metro Parks. David Robertson said either spelling has no legal effect.

**Directors and Operators Insurance:** John Lawson said the financials must be completed before we can obtain insurance.

**Cincinnati Home Builders Association:** John Lawson proposed that we could build a modern bath house at Timber Hill with the help of the Cincinnati Home Builders Assn. The Boy Scout camp in Loveland was assisted by the CHBA in building a bath house. Christine Maticic suggested Butler Tech might be able to help with building the bath house.

**Website:** Jason Lawson is building the website for THRC. He is looking for a host site. A site in Mason has unlimited band width transfer, does not charge nonprofits, and has a secure socket for web monetary transactions. He is also checking a site in Canada.

**Checking Account:** Jason Henry and Kris Roselle opened a checking account at PNC Bank containing a balance of about \$200.00. Jason and Kris will meet to discuss the budget. Kris submitted receipts for expenses.

**Board Member Recommendations:** Christine Maticic spoke with 4H to obtain recommendations for potential board members.

**Mission Statement:** A discussion was held concerning the use of the phrase Timber Hill youth camp preserve. Some board members liked the use of the word preserve, others did not. Kris Roselle moved to call the property Timber Hill youth camp at Rentschler Forest Preserve in the opening line of the mission statement and to remove the word “preserves” from the rest of the mission statement. Christine Maticic will make the changes in the mission statement and a vote will be taken at the next board meeting to approve it.

**By-Laws:** Christine Maticic brought a copy of the Friends of Liberty Parks and Recreation’s by-laws for the board to review. We will discuss the by-laws by email and discussion will follow at the next meeting. David Robertson will compare the two copies of proposed by-laws and email Kris Roselle with suggestions.

**Grants:** No information at this time.

**Great Rivers Girl Scout Resolution:** David Robertson did not bring the response from the Girl Scouts to his letter, but reported that everyone was happy.

**Charitable Org Registration:** David Robertson will continue to work on this form and will have it completed in the next few months.

**501(C)(3):** David stated that we need to finalize the budget and make a detailed plan as to how we will conduct our fund raising. We won’t be writing grants, only trying to

receive grants. John and Kris will work on the fund raising plan. David asked if THRC is affiliated with Metro Parks. Jason Boerger said that no formal resolution was written because the park board saw no need for one.

**Youth Projects:** The Boy Scout working on repairing the cabins in Cricket Crest is taking more time to shore up the foundations. The volunteers refurbishing the Hill N Dale kitchen unit needs the electricity turned off to finish the project. Jason will coordinate with the Boy Scouts. The Eagle project that is building picnic tables is progressing nicely. Another project has been approved rebuilding storage in Brownie Shelter.

**New Business:** Kris Roselle asked if we should keep record of the hours worked by volunteers as well as the hours donated by the board members. Christine said that was a good idea. John Lawson asked if we can issue a receipt for labor to a contractor. David will check on giving receipts for labor. Jason said Metro Parks does not issue receipts for labor.

Butterfly Garden: Kris Roselle is trying to list the Butterfly Garden with the Butler County Master Gardeners. They will provide the labor, but must have donations of plants and other materials. Metro Parks can donate mulch. Christine will check with a friend concerning perennials.

NPLD: Kris asked if the board is interested in sponsoring a project connected with the National Public Lands Day. Information about the NPLD website was given. Board members will look at the information on the website and discuss participation at the next meeting.

Membership Drive: John Lawson has spoken with the local Ministers Association and is trying to interest youth groups in using Timber Hill for retreats and other activities. He is considering a fall activity for youth to promote service and memberships.

Jason Boerger asked for descriptions of the Timber Hill camp sites. John will send them to Jason. Jason announced that drink machines will be installed by the Administration Building.

**Next Meeting Date:** The next meeting will be held Monday, July 10, 2006 at 3:30pm in Wagon Wheel Lodge.

**Adjournment:** Meeting was adjourned at 5:00 PM.

Respectfully Submitted,  
Patti W. McDonald, Secretary  
June 25, 2006