

Centre Regional Recreation Authority
Millbrook Marsh Nature Center Advisory Committee
Approved Meeting Summary
Wed., 02 Dec 09, 4:00 PM at the COG Forum Room
(The regular Nov & Dec meetings were combined)

1. CALL TO ORDER & ROLL CALL: (8 of 16 Appointed Members)

Dr. Rick Marboe, Chair Mary Alice Graetzer Don Epp Mark Henry Robert Ayer
Jennifer Shuey, Vice-chair Mark McLaughlin Holly Fritchman Steve Maruszewski
CRPR Staff: Molly Hetrick, Ron Woodhead Guests: Alan Popovich, HP Architects

2. APPROVAL OF THE MEETING SUMMARY

- **16 Sept 09 Meeting Summary** *(The committee did not meet during October)*
There was no quorum at this meeting, so the summary will be approved at the February meeting.

3. CAPITAL PROJECT UPDATES:

- **Spring Creek Education Building Update & Schedule: Mr. Popovich**
Alan shared the "Project Task Schedule" for the Spring Creek Education Building (dated 2 Dec 09) with the Committee. Discussion focused on CRRA's previous approval to prepare a Bid Package and the DCNR submission. A review by the Centre Region Codes Agency is also in progress and Alan shared some concerns about the results of this review, which includes the barn with the SCEB. The Recreation Supervisor will meet with Alan to calculate the number of potential visitors for each building based on planned future uses. An information update will be provided for CRRA since authorization to proceed was given in September. Campaign pledge reminders will be sent to donors, along with an update newsletter that includes a Happy Holidays message.

4. BUSINESS ITEMS:

- **2010 Advisory Committee Re-appointments recommendation to CRRA:**
Bob Ayer, Mark McLaughlin, Carolyn Mahan, Mark Henry & Alan Sam requested re-appointment. Jennifer Shuey made a motion to recommend these individuals to CRRA on behalf of the members assembled, with a second from Holly Fritchman. All were in favor. Also noted was Dr. Brooks' sabbatical from PSU during which time he will also not be attending MMNC AC meetings. A new representative for the Centre Regional Planning Commission, to replace Mr. Epp, will be provided in February 2010.
- **2010 Budget Summary: Ms. Hetrick**
Molly provided an overview to the budget and process involved. Mr. Ayer congratulated the staff on the preparation of this document and stated they do an excellent job.
- **2010 Fee Policy Review & Endorsement to CRRA: Ms. Hetrick**
Molly reviewed the Fee Policy with the committee, explaining that many of the fees remain the same based on the current economy and the level at which customers are comfortable with the fees. The birthday parties will increase for 2010 to help cover staff costs. The Connections program, which is essential to providing cost support for groups who can not afford program fees, was applauded by the Chair and committee members. A motion was made to forward the Fee Policy on to the CRRA by Mark McLaughlin, second by Don Epp.

5. OPERATIONAL REPORTS

- **Fall Program Update: Ms. Hetrick**

Molly explained Fall programs were successful and an excellent seasonal staff team provided programs for groups who attended the programs. She also highlighted the “Historic Harvest Festival” which attracted over 750 visitors, the largest event on record at Millbrook Marsh Nature Center. The PSU RPTM student team who planned this event did an excellent job. Molly is wrapping up programs now and preparing for winter projects, as well as looking toward 2010 Spring programs.

- **2009 Year End Program Visits Summary: Ms. Hetrick**

Molly shared the End of Season Program Report with the Committee, highlighting the number of visitors to the events and the fact that this is the first year the total has been higher than 10,000. It was a very successful season.

- **Facilities Update: Ms. Hetrick for Mr. Roth**

Via email, Greg reported the barn was pressure washed and stained, the fascia boards on the barn were repainted and several siding boards replaced, the wetlab lighting and electrical was completed, the brick work supporting the end of the main I-beam support were replaced and painted, part of the roof on the concrete garage was replaced and painted, water lines were winterized, and bat boxes were installed on the silo.

- **Thompson Woods Subcommittee Report: Jennifer Shuey**

Jennifer reported the new Thompson Woods brochures are completed and copies are available at the nature center, as well as other local sites.

- Program Subcommittee Report: *did not meet since last report*

6. ADJOURNMENT

Next Meeting: Wed., 17 Feb 10 at 4 PM at the COG Building