

**Friends of Silverwood Park  
Minutes  
October 21, 2013**

Present: Katie Vance-Whitten, Kyle Richmond, Josh Bartz, Donna Skau, Bill Warner, Corey Livieri, Michael McCabe, Cindy Kirby, Ruth Simpson, Rick Reese, Kirsten Almo, Jim Neidhart, Rhea Stangel-Maier, Joe Mingle, Drew Carlson, and Z Haukeness,  
Absent: None  
Guests: None

**I. Check Ins and Welcomes**

- ≡ Katie Vance-Whitten convened and called the meeting to order at 5:38 p.m. at the Albion Town Hall meeting room, 624 Albion Road, Edgerton, Wisconsin.
- ≡ Everyone present individually checked-in.

**II. Approval of September minutes**

- ≡ Additional time for review of September minutes requested. Tabled until next Friends of Silverwood Park meeting, November 18, 2013.

**III. Approval of Meeting Agenda**

- ≡ Those present reviewed and approved the October 21, 2013 meeting agenda, with no corrections, clarifications, modifications, or additions to the proposed agenda. (Richmond/Vance-Whitten: Unanimous)

**IV. Old Business**

**A. Master Planning Process: Overview (Jim Neidhart)**

- ≡ Jim Neidhart reviewed a current map with proposed changes to Silverwood Park, and explained the next steps in the Master Planning Process:
  - ≡ An Inventory Analysis will be conducted, with anticipated duration of December 2013 through July 2014. There will be three public meetings for stakeholders during the process. The following is a proposed schedule for completing the Inventory Analysis:
    - ≡ December 10, 2013 at 5:30pm: Public kick-off meeting to take place at Albion Town Hall. Presentation to public about Master Plan, and request for community feedback. Period of about 60 days for public feedback before updates are made to park plans, and a public posting of the updated draft of the Master Plan on website for 30 days.
    - ≡ April 2014: Second public meeting to take place at Albion Town Hall. Exact date and time to be announced. A period for feedback, public comment, and revision will again be incorporated.
    - ≡ June 2014: A Preferred Master Plan will be discussed at a public meeting at Albion Town Hall. Exact date and time to be announced. A final period for feedback, public comment, and revision will again be incorporated with adoptions of any final changes (to take place in July 2014).
    - ≡ Perimeter path to be seeded in spring 2014. The path will be about 20 feet wide, and will serve primarily as a boundary inspection and service drive.
  - ≡ Jim Neidhart explained that the Friends of Silverwood Park can be helpful in identifying stakeholders and getting members of the community to attend meetings and offer feedback about park plans. It was also emphasized that the plan itself should include many possible uses for the park, including agriculture, recreation, restoration, education, etc. The approach should be broad instead of narrow (more options as opposed to less options for).

- B. Review of October 10 Ribbon Cutting Event
  - ≡ Kyle Richmond summarized the event with recognition for Rick Reese who provided much of the organization for the logistics involved.
  - ≡ It was agreed that the student participation and community involvement made for a successful inaugural event at Silverwood Park. Press coverage occurred both prior to and following the event, and the program and activities were well received. (Vance-Whitten)
  - ≡ For future events, additional communication with Dane County Parks staff will be helpful in addressing some of the logistics, press releases and other planning issues for special events held at the park. (Stangel-Maier)
- C. Dane County Budget Update
  - ≡ Kyle Richmond briefly discussed the Dane County Executive's proposed Budget, and its implications for park resources. An additional \$150,000 in capital funds is proposed for 2014, so along with the same amount for 2013, the total capital funds available are now \$300,000.
  - ≡ Members of the 'Friends Group' should advocate for a 1:1 county funding match, and support the funding of part-time LTE position that would serve as a farm-coordinator for Silverwood Park.

## V. New Business/Reports

- A. Planning for October 27 Open House Event at Coachman's Golf Resort
  - ≡ Donna Skau discussed planning an event with food for up to 100 people. There will be meatballs, apple crisp, fruit/meat/cheese trays, veggie pizza, and pumpkin and other cookies. The event is currently on the Marquis sign at Coachmans.
  - ≡ 35 invitations were mailed out, and local business owners have been contacted. Additional invitations will be sent via email and facebook.
  - ≡ Sign-in sheets, name badges, and donation buckets will be utilized at the event.
  - ≡ Sponsorships and donations will be tracked, and a thank you letter will be drafted.
- B. Bank Account and Non-profit Status
  - ≡ Donna Skau reported that a checking account has been established, but waiting on a tax ID to provide to the credit union.
- C. Silverwood Orchard Membership/Product fundraising ideas
  - ≡ Kyle Richmond discussed a fundraising idea that would seek sponsorship for trees that would comprise an orchard. The membership drive could seek \$1,000 per tree/membership, and include other benefits and incentives.
  - ≡ Joe Mingle discussed the possibility to create a product line for the park with ingredients that are grown on site. Ketchup, salsa and sauerkraut were mentioned as possibilities.
- D. Bylaws update
  - ≡ Ruth Simpson reported that a bylaws group met at 6pm on Monday October 14, 2013, at Albion Town Hall, and reviewed a set of proposed bylaws for the Friends of Silverwood Park. Katie Vance-Whitten, Josh Bartz, Michael McCabe, and Ruth Simpson attended the meeting.
  - ≡ Proposed bylaws include provisions for a non-voting membership, a board size of 5-13 members with staggered terms of 2 or 3 years, and yearly executive elections. The bylaws exist to as a guiding document, and should be used along with a separate policy and procedures manual in order to guide organizational decision-making (Simpson).
  - ≡ Ruth Simpson will seek feedback and create a revised version of the bylaws for consideration at the November 18, 2013 Friends of Silverwood Park meeting.
- E. Programming/Education
  - ≡ Michael McCabe provided an update regarding possible collaboration with Edgerton School District to create onsite educational programming at Silverwood Park. There was no objection by any person present about the possible collaborative efforts.

- ≡ Z Haukeness of Freedom Inc gave an overview of a proposal to lease 20 acres of farmland for use by 20 families (1 acre of land per family, and also a community medicinal herb plot). The population served would include Hmong families residing in Dane County. The goal would be to provide these families with land for use as a community building activity, fostering positive intergenerational connections and empowering Hmong refugees who no longer have access to farmland.
- ≡ Planning for 8 acres of tilled land need to be completed over the next several months in order to have enough time for planting in Spring of 2014. A subcommittee will meet and begin discussion about proposed uses for the land. (Mingle)
- ≡ Rick Reese gave an update on some of the obsolete structures on park grounds, and mentioned some safety concerns to be addressed. Other issues for consideration include greenhouse placement, raising structures, animal and crop displacement concerns, and brief discussion about rehabilitating some of the structures.

E. **Communications: Website, promo brochure and outreach**

- ≡ Kyle Richmond discussed progress on the Friends of Silverwood Park website and shared a brochure created in anticipation of the October 27 Open House event at Coachman's Golf Resort. The program for the event was briefly outlined.
- ≡ Josh Bartz reported on collected contact information, and asked attendees to review their own information for accuracy.

**VI. Other**

- ≡ None

**VII. Next Meeting**

- ≡ The next meeting for the Friends of Silverwood Park will be Monday, October 21, 2013, at 5:30pm at the Albion Town Hall meeting room, 624 Albion Road, Edgerton, Wisconsin.

**VIII. Adjourn**

- ≡ The Board adjourned at 8:08 p.m. (Mingle/Warner)