

DRAFT

TARRYWILE PARK AUTHORITY
REGULAR MEETING

February 9, 2010

CALL TO ORDER:

On Tuesday, February 9, 2010 at 6:31 p.m., the regular meeting of the Tarrywile Park Authority, was called to order at Tarrywile Mansion, 70 Southern Blvd., Danbury, CT, by Chairman M. Marcus.

ATTENDANCE

The following board members were recorded as present:

Board Members: M. Marcus, J. Harner, J. Preston & B. Talarico, R. McGarrigal, W. Platz,
T. Cutsumpas and D. Manacek

Board Members Absent: M. Repole

Park Staff Present: none

AGENDA:

1. Chairman's Report:

A. **Fundraising:** Chairman Marcus reported that immediately before tonight's Board meeting, he along with Barbara Talarico, Ray McGarrigal, Becky Petro and three members of the Friends Of Tarrywile met with Sharon Danosky to discuss fundraising. Ms. Danosky specializes in consulting not-for-profit organizations on how to fundraise including strategic planning & tactical marketing to meet fundraising goals. Chairman Marcus feels that the Authority needs independent fundraising in order to build revenue to meet the budget. After Ms. Danosky discussed various fundraising methods, the group asked her to draw up a proposal to assist the Friends of Tarrywile and the Authority in holding a major fundraiser and/or membership drive. Chairman Marcus would also like Ms. Danosky to possibly come at a later date to discuss the proposal and to further talk about fundraising with the Authority.

2. **Friends of Tarrywile Report:** There was no representative of the Friends at the meeting. Chairman Marcus noted that their recent activity ties into what he discussed in the Chairman's Report.

3. **Minutes:** A motion was made by W. Platz to approve the minutes of the January 12, 2010 meeting. D. Manacek seconded. The motion passed unanimously.

4. **Financial:**

A. **Financial Report – January 2010:** A motion was made by R. McGarrigal to approve the January 2010 Financial Report. B. Talarico seconded. The motion passed unanimously.

5. **Correspondence:** None

6. **Committee Reports:**

A. **Website/Marketing:** D. Manacek reported that the committee is moving along and that the mock up, the vendor list and the marketing/selling package should be ready to go to Sue Lauerman by mid February. The final draft copy, before the advertisers are added, has been completed and the staff is currently getting three quotes from printers. The next meeting of the group is Tuesday, February 16th. The committee and the staff will keep the Board advised.

2010 FEB 16 A 8-14

BY: 

7. **Director's Report:** Chairman Marcus reported that he asked S. Moy to write up a Director's report in order to facilitate the meeting. He asked if there were any questions, seeing none the meeting continued on to new business.

A. New Business:

1. **February Park & Mansion Use Report:** The February use report stated that there are 6 events scheduled for the Park with 90 people attending. There were 3 events scheduled for the Mansion with apx. 90 people attending. In February a total of 9 events will be held at the Park and Mansion with apx. 180 people attending.

B. Old Business:

1. **Sewer Pipe Replacement:** Chairman Marcus reported that as was stated in the Director's Report, a 50' piece of old cast iron sewer pipe had to be replaced in the basement. Lee Seward Plumbing was hired and completed the job at a cost of \$1,800.

2. **Mansion Redecorating:** Chairman Marcus & B. Talarico reported that the redecorating is proceeding along as planned. The painter's are in this week working on the hallway as our staff is working on the other rooms and the new chairs have arrived. B. Talarico and the staff will keep the Board advised on the progress of the redecorating

8. Other Business:

A. **Government Entities Review:** Chairman Marcus reported that every 5 years, the City Council Government Entities Committee in accordance with the Sunset Provision, reviews the Authority and the job it is doing. Upon review, the Committee approved the Authority for an additional 5 years.

B. **Recreational Trails Grant:** M. Marcus reported that the City has received the Contracts to move forward with the recreational Trails Grant. Upon review, the City has asked the State permission to change the contract slightly, to enable Chairman Marcus to sign the grant and for Tarrywile to administer the grant. Discussion followed. Chairman Marcus also reported that he has discussed with Executive Director Moy the possibility of moving the parking lot from the suggested Tarrywile Lake Road entrance area to enlarging our current lower parking lot. Mrs. Moy is opposed to the idea, only because she feels there is a pressing need for a parking lot for Park users when Mansion events tie up our current lots. Much discussion followed. Chairman Marcus and the staff will keep the Board advised on the progress of the grant.

Adjournment

A motion was made by R. McGarrigal to adjourn the meeting at 7:06 p.m. Seconded by B. Talarico. Motion passed unanimously.

Respectfully Submitted,


Jeffrey Preston, Secretary

***NOTE: These minutes are a draft copy of the February 9, 2010 Tarrywile Park Authority Board Meeting. A final approved copy will not be available until such time as the Board votes on them at their next regularly scheduled Board Meeting. Any corrections will be reflected in the next months minutes.