



**Minutes**  
**Save Our Trails Annual Meeting**  
**Tuesday, May 31, 2011**  
**Willow Glen Baptist Church**

Attendance

Directors in Attendance

Joan Bohnett, Rick Hernandez, Roland LeBrun, Taisia McMahon, Jack Nadeau, Bill Rankin, Shirley Rogers, Richard Silva, and Lars Thurfjell (making a quorum).

Directors Absent

Mary Ellen Petrich, Bruce Tichinin

Members in Attendance

Martin Delson

Visitors in Attendance

None.

Minutes Approved

Joan made a correction in a statement attributed to her in the draft minutes of the April 9, 2011 meeting. The Board accepted the draft minutes of the meeting as amended, with no objections and one abstention.

Officer's Reports

President's Report

Taisia reported that the meeting of the Planning Commission went well, approving the development plans of the Mulcahey property which includes a portion of the Three Creeks Trail ROW east of Monterey Road. The plans show leaving an easement for the trail.

Secretary's Report

Martin said that attended a meeting of the Board of Friends of the Steven's Creek Trail at which he informed the group of the progress SAVE OUR TRAILS has made, our accomplishments, and our goals. He said that four members of FOSCT also signed up as SOT members; one becoming

an active member. He also said that the Executive Director asked whether FOSCT could become a member of SOT as an organization. (More below)

Martin said that he was very interested to learn that FOSCT was the recipient of several large corporate grants. He speculated whether SOT should perhaps apply for 501(c)(3) status to become eligible for such grants, or whether we should formalize our relationship with SJPF or GRPC to act as an agent in our applying for grants.

Tai said that she will contact Leslee Hamilton to confirm that GRPC will work with us on a grant application.

#### Attorney's Report

In Bruce's absence, Taisia said that Bruce's letter regarding approval of the tree plan for the Three Creeks Trail was sent. He will stay in touch with the clean-up crew and inform the board when clean-up work will start.

#### Organizational Matters

Martin indicated his willingness to return to the Board and to the Secretarial position.

Richard Silva resigned as secretary, submitting a written letter to the effect. The resignation was accepted by the Board.

A motion was made to reappoint Martin to the Board. The motion passed unanimously.

A motion was made to reappoint Martin to the position of Secretary, filling the position just vacated by Richard. The motion passed unanimously.

A motion was made that a person's resignation from the Board should be documented in the minutes (in the minutes of a subsequent meeting, if necessary). The motion passed unanimously.

Joan requested a leave of absence from the Board for the months of June, July, and August. The Board voted to approve the leave by a vote of 9-1-0.

#### Membership

Martin moved that all individuals on the SOT gmail mailing list be automatically made Associate Members, after writing to them and offering them the opportunity to opt-out of membership. Martin explained that the reason for this move was (a) to increase the official membership of the organization, as well as (b) to avoid the duplicate mailings to members who also are on the gmail list.

The motion passed by a vote of 9-0-1. Taisia will extract the contact information from the gmail list and forward it to Mary Ellen. Mary Ellen will write a letter to inform these individuals that (a) the gmail list

will be closed, (b) unless they wish not to, they will automatically be made Associate Members of SOT (at no cost to them), and (c) they should write to her if they do not want to be a member.

#### Work with San Jose Parks and Recreation

Martin said that he had appeared personally in front of San Jose City Council with several suggestions for supplementing the City's Trail Safety Plan. One of these suggestions was that the heavy metal bollards at the entrance to trails be painted or coated with a bright reflective material to improve their visibility. Martin said that he heard from Yves Zsutty in response to this suggestion saying that CSJ has a problem with the cost of doing this – not the cost of the materials, but the cost of the labor.

Martin said he responded to Yves that SOT might be able to help in supplying volunteers to do the job. In consequence of this conversation, Martin moved that the SOT go on record as being willing to help CSJ in making trail hazards such as bollards more visible, and that he be authorized to write a letter to Yves informing him of this decision.

The motion passed by a vote of 9-0-1.

#### Outreach

##### Identifying Banner or Drop Cloth

Rick said that he thought SOT needed a banner or drop-cloth to identify ourselves when we are present behind a table at events like Earth Day. He thought a drop-cloth was better because it didn't present problems with wind or difficulties with mounting. Jack commented that drop cloths were difficult to see when people cluster around a table, and a banner might be preferable for that reason. The comment was made, many events provide booths where banners can be mounted on the booth and be somewhat protected from the wind.

Rick reported one set of costs - \$80 for a banner, and \$240 for a drop cloth.

Members felt that \$240 was excessive, given our resources.

Rick was requested to send an email to the Board specifying the details (size, color scheme, etc.) of a banner with proposed logo and text. He was also requested to get three bids on producing a banner in accord with the specifications.

##### Flyer

Martin thought that SOT should have a flyer that can be given to interested people, at events where SOT is present, and also one that members can carry with them and hand out when getting into conversations with likely supporters. He showed a draft of a flyer he had prepared – one that folds into three panels, and can be filled out and mailed back to an SOT address for an interested party to become a member.

Shirley suggested that Martin look into using Adobe Illustrator and Adobe Air for producing the flyer.

Members of the Outreach Committee asked Martin to send them the draft flyer for comments and suggestions.

#### Parks Foundation

Jack reported that SOT is now a Partner of the San Jose Parks Foundation.

#### Organizational Membership

The issue was discussed that Martin raised in conjunction with his discussion at Friends of the Stevens Creek Trail, whether we could accept FOSCT as an organizational member of SOT. Sentiment was positive, but the Board wanted to know more about FOSCT's expectations. The Board asked Martin to contact the Executive Director and ask whether FOSCT was a member of any other organizations, what their expectations are, whether a representative would come to SOT meetings and actively participate, etc.

#### Governance

The Board asked the Governance Committee to devise a formal procedure which can be used in the event of the resignation of a Member or of an Officer. Joan said she would kick off discussion with an email to members of the Committee.

#### Adjournment

The meeting was adjourned. The next meeting will be on Monday evening, June 13<sup>th</sup>, at 7:00 pm. Taisia requested that her absence at the June 13<sup>th</sup> meeting be accepted as an excused absence. The Board agreed to accept her absence by a vote of 9-0-1.

**Appendix A: Abbreviations**

- CSJ = The City of San Jose
- FOSCT = Friends of the Stevens Creek Trail
- GRPC = Guadalupe River Parks Conservancy
- LGCT = Los Gatos Creek Trail
- NC = Nominating Committee
- OSA = Open Space Authority
- ROW = right-of-way
- SCVWD = Santa Clara Valley Water District
- SJPF = San Jose Parks Foundation
- SVBC = Silicon Valley Bicycle Coalition
- SOT = SAVE OUR TRAILS
- UPRR = Union Pacific Railroad
- WGNA = Willow Glen Neighborhood Association
- 3CT = The Three Creeks Trail

**Appendix B: Action Items**

No.	Date	Who	Action	Due
1	5/31/11	Taisia	Extract the contact information from the gmail list and forward it to Mary	
2	5/31/11	Mary Ellen	Write a letter to inform these individuals on the gmail list that (a) the gmail list will be closed, (b) unless they wish not to, they will automatically be made Associate Members of SOT (at no cost to them), and (c) they should write to her if they do not want to be a member	
3	5/31/11	Martin	Write a letter to Yves Zsutty informing him that SOT has voted to provide labor to work with CSJ to help make trail hazards such as bollards more visible.	6/3
4	5/31/11	Rick H.	Send an email to the Board specifying details (size, color scheme, etc.) of the banner with proposed logo and text.	
5	5/31/11	Rick H.	Get three bids for the banner and present them to the Board.	
6	5/31/11	Martin	Distribute draft of flyer to Board for comments	
7	5/31/11	Taisia	Contact Leslee Hamilton to confirm that GRPC will work as SOT's agent as a 501(c)(3) on grant applications	
8	5/31/11	Martin	Contact the executive director of FOSCT to learn more about their ideas regarding organizational membership.	
9	5/31/11	Joan	Initiate process of devising formal procedure for resignations.	