# Meeting Minutes

1. **Trunk or Treat** – event at Knob Hill Park, 10/31 11-1. Set up as early as 8:30
2. **Volunteers** – Discussion about how to recruit members and gauge level of interest. Suggestions include postcard mailers and a General Meeting for the public to attend. Date suggested for general meeting in Jan/Feb 2022.
3. **Website** – Darci showed the team the current website. Suggestions for website include: adding mission statement, event tab including upcoming and past events and pictures, documents page for watershed study documents, making the site text smaller, adding radio buttons for different reasons to contact us.
4. **Grant status** – No update. Mark confirmed that we will get a response confirming or denying application. We can request a meeting or reasons for denial to help understand and improve future applications.
5. **Upcoming event planning** – Ideas for upcoming events include: General public meeting in Jan/Feb, Photo Contest in Jan, Winter Water Walk in TBD, macroinvertebrate event in spring, litter cleanup March 19th, rain date March 20th 2022.
6. **Non-profit and donations** – Discussed researching 501c3 status and options for membership and sponsorship opportunities after website is complete.
7. **Attendees** - Mark Fedosick, Darci Saracco, Katie Stanley

| Action Items | Owner(s) | Deadline | Status |
| --- | --- | --- | --- |
| Drop off sign and flyers | Katie | 10-28 | In Progress |
| Make volunteer sheet for trunk or treat event | Darci | 10-30 | In Progress |
| Make note of additional items needed for website | Team | 11-12 | In Progress |
| Contact Adrienne about website | Darci | 10-31 |  |
| Change passwords, add Mark to Facebook and Google drive | Darci | 10-28 | Complete |
| Create Facebook poll/post about litter cleanup or areas of concern | Darci/Katie | 11-12 |  |
| Investigate requirements for 501c3 | Team | TBD |  |
| Secure donated prize for future photography contest | Team | 12-31 |  |