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**Meeting Minutes July 11, 2019  
Lamplighter Restaurant, Delmont, PA**

Meeting Attendees:

- a. Board: (9) Rob Cronauer, Tom Dittman, Rick Fisher, Ted Hayes, Dorothea Motto, Bill O’Hara, Reynold Peduzzi, Jeff Richards, Anna Marie Stackiewicz
  - b. Guests: Alyssa Harden (Acting Secretary), Donald Green, George Chilcoat, Christopher Bageman, Michael Bertonaschi, Ann Wade, Cindy Wittman, Chris Panichella, Ron Hoffman, Michael Mance, Melanie Litz, Giselle Shea, Bob Shea, Bob Stackiewicz, Todd Tansimore, Karen Cercone, and others
1. Vice President Rob Cronauer led the recitation of “The Pledge of Allegiance” and then called the meeting to order at 7:07 p.m.
    - a. No quorum this evening, so no motions could be made or anything approved.
  2. Introductions
    - a. No comments.
  3. Presidents’ Comments
    - a. Cronauer reported that everyone should plan on coming to the August 8<sup>th</sup> meeting at 6pm for Volunteer Recognition Night in Slickville. The meeting and catered dinner will be held at the Slickville Volunteer Fire Department Pavilion. Please let Stan Rudge know what dish you will be bringing if you are planning to provide a side dish or dessert.
    - b. If you are planning on attending the Five Star Trail’s Poker Run this year, make sure to check that you would like your money to go towards the Westmoreland Heritage Trail!
  4. Public Input
    - a. Anna Marie Stackiewicz introduced Lauren, who will be the Delmont Visionary Committee’s grant writer. Lauren requested a copy of the 501(c)3 letter for grant application purposes. Bill O’Hara provided her with a physical copy, and a PDF of the form is now located on the website under “Resources” as well.
      - i. Please run any grant applications by the Executive Board so that a record can be kept of who is applying for what in the future.
  5. Approval of Minutes

- a. The minutes were reviewed, with a minor correction needed to the number of board members in attendance. The minutes were not approved, as there was no quorum.
6. Treasurer's Report – Todd Tansimore
  - a. There is now \$30,000 in the new Money Market account which is earning interest. The additional \$10,000 from last month is in a capital reserve account in the Money Market account.
  - b. Everything in regards to income is up (up \$6,000), and expenses are down! The WHT is up \$11,000 from last year at this time.
  - c. The treasurer's report was reviewed, but could not be approved due to no quorum.
7. RTC Report – Rob Cronauer
  - a. The RTC has been struggling with special case memorials along their trails, which the WHT will use as examples when dealing with similar situations.
8. TAT Report – No report.
9. Committee Reports
  - a. Real Estate and Acquisitions – No report.
  - b. Engineering and Construction – Jeff Richards
    - i. Construction on Phase IV is in the home stretch and will be completed by the August 17 for the Grand Opening! The festivities for that day will start at Roberts Parcel around 10:30 am with a parade to Export where the ribbon cutting ceremony will occur around 12 pm to kick off the Export Arts and Ethnic Food Festival. Please don't use the new trail section until it is officially opened on August 17<sup>th</sup>!
    - ii. Cronauer has requests for proposals out to remove the gravel bar at the big bend in Trafford on Phase III of the trail. Grant money from West. Co. Parks would be used, so there would be no cost to the trail.
  - c. Fund Raising – Rey Peduzzi
    - i. WHT parking volunteers earned \$5,522 from the Westmoreland County Arts Festival, which worked out to be \$30.28/hr. A huge thanks to Bill O'Hara for all the time he volunteered that weekend!
    - ii. Volunteers are needed to help park at the Export Arts and Ethnic Food Festival on August 17<sup>th</sup>. A sign-up sheet will be at next month's meeting for those who would like to volunteer. They will be 2 hour shifts from approx. 10:30 am to 5/6 pm.
    - iii. Cronauer is working on finalizing a new, simplified mile post marker application form that will be presented next month. He will be working to promote this fundraising opportunity more, as there are 264 spots total along the eventual 22 miles of trail!
  - d. Public Relations – Michael Bertonaschi
    - i. A PR meeting to discuss the Trail Towns event was held on June 25. A consensus was made by the committee that they would like to have the event again next year on June 6, 2020. Their two main changes for next year's event are that they will need more volunteers and to push for more vendors/sponsors earlier. Trafford Council and Slickville are both in support of hosting again next year.

John Sopko will send out an email vote to approve the event for next year on the previously mentioned date.

- ii. A big thanks again to the whole PR committee who made Trail Towns possible!
  - iii. The tax ID form has been added to the WHT website under the “Resources” tab.
- e. Membership – Rob Cronauer
- i. Over 200 members from the additions from the Trail Towns event!
  - ii. Cronauer proposed the purchase of a sandwich board for \$200 that could be moved to the busiest sections of the trail throughout the year that encourages trail users who are not already members to join the WHT. A vote and further discussion will occur in the future.
- f. Trail Ambassadors – No report
- g. Trail Maintenance – Tom Dittman
- i. The recent weather has washed out parts of the trail and new dust will need put down, but other than that, the trail is in good shape!
- h. Delmont Visionary Committee – Anna Marie Stackiewicz
- i. Their next meeting will occur in September. Brochures and business cards will be made soon, and they will be sending out a survey to gauge local community members’ interests for the area.

#### 10. Old Business

- a. Karen Cercone reported on an update to the historical signs to be placed along the trail. They applied for a grant through the Pittsburgh Foundation and were awarded \$1,495! The signs will cost \$95/sign. Plans are for a couple signs to be installed on each section of the trail, with the first ones hopefully being installed by the end of summer.
- i. Mike Bertonaschi reported that the Marketing Director of a business in Export contacted him to possibly do a video on the history of the trail. It was suggested they get in contact with Cercone.
  - ii. Cronauer suggested when the posts for the historical markers are to be installed that it be coordinated with the installation of the new mile posts for the new section of the trail to make efficient use of the on-site equipment.

#### 11. New Business

- a. Tom Ronksley has resigned from the board, effective immediately. He was an At-Large Board Member, therefore it is asked that anyone interested in nominating someone or submitting a nomination themselves keep the open position in mind.
- b. The Board Member Expectation Sheet has been created in draft form, and it is requested that board members look over the provided copies for comments.
- i. A final version will be voted on next month.
- c. The Delmont Visionary Committee is in need of more members, specifically a secretary. If anyone is interested, please contact Anna Marie Stackiewicz.

12. The next meeting will be on August 8<sup>th</sup> at the Slickville Volunteer Fire Department Pavilion for the 2<sup>nd</sup> Annual Volunteer Recognition Night starting at 6 pm.

On a motion by O’Hara, 2<sup>nd</sup> Richards, the meeting was adjourned at 8:06 p.m.

Respectfully Submitted,

Alyssa Harden, Acting Secretary