

Cobequid Eco-Trails Society  
**Board of Directors Minutes meeting #16 (Special)**  
**Monday, March 29, 2010**  
Sobey's Prince Street and Walker, Community Room  
7:00 pm – 9:00 pm

Present: Mike Hansen (Chair), Gordon Benjamin, Gordon Hickman, Gwen Mader, Kim McCallum, Bettie Spence, Bonnie Waddell, Norris Whiston, Sheila Wilson

Regrets: Garnet McLaughlin, John Sullivan

1. **Updating the Web site:** in order to decide the main sections, Mike circulated a list with Web site suggestions received from Board members.
2. Pages for the Web Site
  - Replace the photos with more recent ones. Need permission by people whose picture will be posted (by phone).
  - Trail Building & Volunteer Notes (Norris' Notes) – to update as needed with separate username and password from rest of site
  - Downloadable Trail maps – offer colour making sure a readable map can be printed to a black & white printer, in pdf format, and gps “you are here notes” for people to take along on their hike or snowshoe.
  - Brochure and Membership Forms in pdf format for downloading.

Question: could we allow people to sign up for an event online, so we would have an idea of how many are coming. Nice if possible e.g.

“Will you be attending?”

Maybe, Yes, Definitely, No, Definitely

- Comments: No – Do Not Go There – Too many unwanted ads, spam, and disagreeable messages.
- Links in a list of all the web sites that have a link to us (NS)
- Link to CALENDAR (Cape to Cape Calendar) and/or BULLETIN BOARD list and description of trail events for users.
- CE-TS Administration – Minutes of Board meetings and AGMs after they are approved; Board documents that existed on the previous site such as template for Landowner Agreements; Documents that may be helpful for users and for members such as Risk Management Manual, Guidelines for CE-TS sponsored events, Memorandum of Association and By-laws; How to establish a Trail Committee, list of those elected to the Board of Directors, Trail Development Plans when approved, etc. with separate username and password from rest of site.
- Main Trail Head Kiosk: copies of the material being posted at the Kiosk, in pdf format.

3. **Timetable** of what needs to be done to get Dept of Environment approval to officially open the trail system for public use. Norris and Garnet will together prepare this list.

Norris circulated a detailed list of work to be done (by both contractor and volunteers) addressing problems, suggestions, ideas, and comments put forward by users, volunteers, Board members and others. It was arranged sequentially by a trail feature numbering system. A copy of the maps that indicated where exactly these numbers are posted, was not available.

The meeting discussed each listing but was unable to arrive at a clear understanding of which items were to be addressed at volunteer trail building days, and which would need to be addressed by the contractor, which were required construction and which were maintenance.

Norris was asked by the chair to reformat the list so that tasks are clearly distinguished as those which are:

- 1) Required construction which must be completed in order for the trail to be officially opened to the public. This is an immediate priority April – June 2010.
- 2) Technical and smaller tasks that can be addressed by volunteers, for which we would schedule Trail Building days. Possible dates were discussed and three dates selected on Saturdays:
  - Sat. May 8, 2010 Group I - Trail Building Day
  - Sat. June 5, 2010 Group II – Trail Building Day
  - Sat. June 19, 2010 Group III – Trail Building Day

Any number of other trail building days can be scheduled on request, weekdays

- 3) New projects for annual maintenance funding.

4. Meeting adjourned at 8:45 pm.

Respectfully submitted,

Bonnie Waddell, Secretary  
Cobequid Eco-Trails Society