

# Lake Erie Seaway Trail Visitor's Center Meeting Minutes

Thursday, March 7, 2013

**In Attendance:** Patty O'Shei, Francine Geyer, Sara McGonnell, Joe Killian, Dia Matos, Laura Reynolds, Dick Crandall, Bryanna Gwitt, Denise O'Shei, Megan Farrell, Mike Farrell,

**6:03 p.m.**- Meeting called to order

## Old Business:

- A. Funding from Town- Fran reported that the funding has not yet been submitted and there is no deadline but we may give ourselves our own deadline.
- B. NYS 2012 Tax Filing- Fran reported that the taxes have been filed. She is looking to see if we can be exempt from filing for the years we were not open.
- C. Seaway Trail Map for Gift Shop area- **Patty** will follow-up with LeeAnn.
- D. Membership Flier- LeeAnn has made a wonderful flier. It has been **approved.**
- E. Penny Saver contact info- **Joe Killian** will look into prices.
- F. Bulk Mailing- **Amy Ziegler**- not in attendance. **Table this item.**
- G. Rental agreement/Contract- the rental agreement/contract has been updated and submitted to Joey Terranova who has submitted it to his underwriter. Waiting for a reply.
- H. Membership dues- Due tonight. \$25 if you plan to stay on the Board of Directors and also be a member.

## Committee Reports:

- A. Building and Arts Committee Report- submitted by Denise O'Shei. See attached.
- B. Marketing and PR Report- submitted by Bryanna Gwitt. See attached.
- C. Events Committee Report- Submitted by Megan Farrell- **Open House** date is **Saturday, Aril 27 from 2-8 pm.** We are looking for volunteers still. The meetings are on Thursdays at the Center at 6:30 p.m.

**New Business:**

- A. We have a new photographer for the Center. Her name is Brittney Christie. She is a junior at Frontier High School.
- B. The flier for the Open House is being made by **Bryanna Gwitt**. Will be ready for Thursday's meeting.
- C. Letter to businesses for donations and open house will be ready for Thursday's meeting- **Patty O'Shei/Bryanna Gwitt**.
- D. The lights outside of the entrances to the Center are not working. **Patty** will contact Tom Best.

**Our Next Meeting is Thursday, April 11 at 6pm.**

# **Agenda for LESTVC Meeting April 11, 2013.**

## **Committee Reports**

- A. Treasurer's Report- **Francine Geyer**
- B. Minutes from last meeting- any changes?
- C. Marketing/PR Committee- **Bryanna Gwitt**
- D. Arts & Aesthetics Committee- **Lyn Braun**
- E. Membership/Sponsorship Committee-
- F. Building and Grounds Committee- **Patty O'Shei**
- G. Volunteer Committee- **Patty O'Shei**
- H. Vending & Gift Shop Committee- **Lyn Braun**
- I. Events/Grants- **Megan Farrell**

## **Old Business:**

- A. Update on Windmill status- **Dick Crandall**
- B. Members paid to date- **Francine Geyer**
- C. Lights outside of building- **Patty O'Shei**
- D. Penny Saver Inserts- **Joe Killian**
- E. Bulk Mailing- **Amy Ziegler**
- F. Rental Agreement- **Patty O'Shei**
- G. Seaway Trail Map update- **Lee Ann Grossman**

## **New Business:**

- A. Secretary position open.

## **Next Meeting:**

## **Meeting Adjourned:**