

**Findley Lake Watershed Foundation**  
**Minutes of Board Meeting**  
**January 20, 2024**

**Call to Order:**

The meeting was called to order at 8:00 a.m. by President Ed Mulkearn.

**Quorum:**

A quorum was declared present to conduct business.

**Present:**

Lex Brumagin, Chrissy Craffey, Paul Fellingner, Ben Fergus (virtual), Michelle Hall, Jeff Ireland, George Mihalik, Ed Mulkearn, and Bill Simpkins. Kerry Mulkearn joined later in the meeting virtually

**Absent:** Lant Lictus

**Minutes:**

The minutes from the regular meeting on December 16, 2023, were reviewed and approved as presented.

**Treasurer's Report:**

- Jeff Ireland stated he had approximately \$3000 in deposits that came in the mail during the week and approximately \$1500 that were online donations.
- Last year's books were delivered to the accountant on January 18 or 19, 2024.
- Chrissy Craffey asked if the costs for the harvester were split out as a separate line item. Ed Mulkearn suggested that that be done as a separate line item.
- Ben Fergus asked who prepares the Form 990. Jeff Ireland said that the accountant prepares the Form 990. Ben Fergus wanted an inquiry as to whether the \$600 on signs needed to be reported on the Form 990. Ed Mulkearn suggested that be brought up with the accountant. Jeff Ireland agreed to call the accountant on January 22, 2024, and ask the accountant the question. Chrissy Craffey brought up that they were personal donations directed for the signs.
- ***M: Motion presented by Chrissy Craffey to accept the Treasurer's Report and was seconded by Paul Fellingner. The motion passed.***

## Committee Reports:

### MEMBERSHIP:

- Lex Brumagin reported that approximately 207 membership mailings went out for current members and former members that there are address for. There were 108 former members that there were not current addresses, and 60 addresses were found with the help of Erin Miller and the Excel file. 50 addresses still need to be found. The committee decided to break the remaining mailings into two mailings: one for former members and one for potential new members. Lex Brumagin sorted through the list and narrowed the list from approximately 600 to approximately 152 people that should be targeted for membership. Lex expects the total number of mailings will be approximately 467 when completed.
- Lex Brumagin requested that his name not be on the letter that goes out to the 108 people left to contact. He was not comfortable being the signator. Chrissy Craffey suggested it go out with the Findley Lake Watershed Foundation as the signator.
- Lex Brumagin felt the “Who, What, Why” letter was very good marketing. Ben had sent a suggested letter to Lex that he thought would be worthwhile to send to everyone in town. The people can make the choice to unsubscribe from the mailing list. Ed Mulkearn suggested that the people that Lex Brumagin eliminated from the list be sent a letter that tells them what the Watershed Foundation is doing, what they’ve done, but do not ask for money. Ed Mulkearn felt that the people will reach out if they want to donate. Ed Mulkearn felt that some people in the community feel they are being taxed for the lake and paying for things that they feel do not affect them. Ed Mulkearn was concerned that it will agitate some of the people in the community. Chrissy Craffey felt that a lot of the people do use buildings in the town that the Watershed Foundation pays for or use the docks. George Mihalik asked if Ed was saying to inform the people so they can’t say they were left out. Ed Mulkearn suggested to inform in the letter what the Watershed Foundation is doing, let them know that they can be a member whether you own property around the lake or not, or even in the Town of Mina. Anyone can join. Lex Brumagin suggested that concentrate on getting the 467 mailings out. Once that is complete, if there is time to do an introduction letter of “who,” “what,” and

Minutes: January 20, 2024

take out the “why,” and send that out, he will. Lex Brumagin suggested that wait until there is a better database for January 2025. You will have 400 people with good addresses to mail out and then send out the introductory letter to the whole town after that. Chrissy Craffey asked if a link to the “Who, What, Why” would be put in “The Tapestry.” Lex Brumagin agreed that was a good idea.

- George Mihalk asked if there was any negative feedback with the membership about the sewer vote last year, if it has affected the membership. Ed Mulkearn said so far he has not heard anything negative.
- Lex Brumagin also noted that when people join online through the website, when you click “renew” on your membership, you can put your email and phone number, but there is nowhere to put your address. He suggested that that be changed.
- Chrissy Craffey suggested providing a cling-on or a sign that says “Proud Member of the Findley Lake Watershed Foundation” to the members. There was a discussion about the size and cost of the cling-ons and who will provide them. There was discussion about providing them for free when you become a member or selling them in the stores or booths. It was suggested to send them with the “Thank You” notes when you become a member. Ben Fergus suggested sending the cling-on with the charitable donation receipt to everyone who donated \$125 or more.
- ***Lex was directed to do another mailing for the people that he did not have the correct addresses for, find those and then mail those. Lex’s name will be on those mailings as signator. Chrissy Craffey is to put a link in “The Tapestry” to the “Who, What, Why” letter. Chrissy Craffey is going to order 400 of the cling-ons “Proud to be a Member of Findley Lake Watershed Foundation” to be put in the “Thank You” cards for becoming a member if they join by April 15, 2024, and some will be sold in stores.***
- ***Ed Mulkearn and Lex Brumagin will write the “Thank You” cards around the end of April/beginning of May.***

### Communications:

- Erin Miller is posting on the Findley Lake Watershed Foundation Facebook page the “Who, What, Why” letter.

## LAKE OPERATIONS:

- Ben Fergus sent a Draft Strategic Management Plan to all Board members. All members congratulated Ben Fergus on a great job on the Draft Strategic *Management Plan and taking the lead on that. The plan was to be presented at the Town meeting on January 27, 2024, by Ben Fergus. He is presenting an overview and then taking questions.*
- ***M: Ben Fergus moved to approve the Draft Strategic Management Plan for Findley Lake and the Findley Lake Watershed Foundation to be issued public comment. Chrissy Craffey seconded the motion. Without discussion, the motion passed.***
- Chrissy Craffey stated that all of the owners around the lake are going to be receiving a FAQ that the lake is going to be treated. Chrissy Craffey suggested to have Glenn Sullivan handle sending out the mailing.
- Chrissy Craffey stated that Rebecca Brumagin would like to have organizations set up a table for the Bicentennial Celebration. Chrissy Craffey suggested that the Findley Lake Watershed Foundation have the Strategic Management Plan available at the table, along with membership forms and the “Who, What, Why.” Also the FAQ for ProcellaCOR, if the letter has gone out by then. The table will have to be manned. A banner is to be ordered for the table with the logo for a six-foot table. Ed Mulkearn suggested Heather create the banner and the cling-on vinyl stickers also.

## BUILDING & GROUNDS:

- Bill Simpkins stated that the only thing to do until spring is to take the flags down and replace them all. Ed Mulkearn suggested keeping one flag up year-round. There was a discussion on where to buy the flags. Need to buy American-made only.
- Bill Simpkins suggested replacing some composite boards that are popping up in front of the building.

## HARVESTER:

- Paul Fellingner stated that he is still waiting on the Penn State report after taking the guys on a tour. Paul Fellingner contacted Reese Jackson, an industrial engineer, and Reese said that the reason there is no report is his group had a setback last fall. They are now back in operation. Reese Jackson needs some more information such as the financials for the harvester and the GPS tracking maps. Ben Fergus agreed to have his information shared to Mr. Jackson for the GPS tracking map and Jeff Ireland agreed to have his information shared to Mr. Jackson for the financials on the harvester for the report.
- Paul Fellingner stated that the harvester repair is still pending. He contacted Mitch at Inland Harvesters and he will be sending the part that is needed for the repair. It was less expensive through Mitch. Mitch has agreed to come and put the part on and do any welding that needs done. Mitch will be in the area as he has sold three machines to Chautauqua Lake and will be working on them this summer.

## Unfinished Business:

### UPDATE ON LAKE AERATION AND SEWERS

- Ed Mulkearn stated he is still waiting on the report. He checked with Rebecca Brumagin and there is no new news on the report but is expecting it in a couple of weeks.
- Ed Mulkearn reported that the state comptroller is now reviewing the sewer district application. It usually takes four to six weeks. It has already been two weeks. Once approved, the bonding process will start and an engineering company will need to be hired to do the legwork.
- Ed Mulkearn said they are working on several things for aeration. He has been working with Penn State Behrend on the design model to move water. It is still in the design phase. The aerator in his opinion does not move as much water as the SolarBee or what the students at Penn State Behrend are designing. Ed stated that the electrical engineering department is also helping with the design. Ben Fergus asked if there was a prototype being built. Ed Mulkearn said that they are building a prototype, just not sure if it is going to be too small and not of much value. He said that more will be known by mid-February. Ben Fergus suggested

Minutes: January 20, 2024

that they build a scale model prototype to establish proof of concept. It can be put in the lake to see if it works.

## FUNDRAISING AND GRANT COMMITTEE

- Ed Mulkearn asked George Mihalik jokingly about being the chairman of the committee. George Mihalik suggested in the spring/summer thinking of a fundraising raffle for a Bill's game next fall.
- George Mihalik identified the Reginald A. and Elizabeth S. Lenna Foundation Incorporation. They have funded grants to various entities. It was discussed the various entities around the area that they have funded. He was working on a grant to fund the herbicide treatment. There were several questions that he needed to have answered before submitting the grant. After discussion, it was determined best to change the funding request focus from the herbicide treatment to the harvester. There was some discussion about the harvester already being funded through other grants and not double-dipping. There was talk about changing the request for operational support funds, and George Mihalik stated he will apply under the topic of operational support funding. Chrissy Craffey suggested the grant could be requested for education to homeowners, pamphlets to be handed out to educate the owners on the lake and the weed and plant types. Something like "Friendly Lake Living." Chrissy Craffey suggested things like the electricity for the building, mowing the grass, the gazebo, they are all operational. Ed Mulkearn asked when the application had to be submitted. George Mihalik gave the dates of March 15, 2024, and July 31, 2024.
- Chrissy Craffey is still working on the grant with Andy.
- It was brought to the attention of the Board that Glenn Sullivan's first payment is due for pretreatment survey, invoiced upon completion \$15,000 to be invoiced March 1, 2024. The bill is for work he is currently doing for permitting for wetlands and for the County grant application.
- George Mihalik stated that he was going to talk to the Mercyhurst Foundation about donations. He stated that a few years ago they donated \$25,000 to the Lake View Country Club where they play golf. Since the rowing team practices on Findley Lake, he was hoping to get them to donate. Ed Mulkearn said that they donated \$10,000 for the harvester more than 15 years ago, maybe 20. George Mihalik felt going to Mercyhurst will be good since you don't have to apply for anything.

- Ed Mulkearn said he will call Dave McCoy on Monday, January 22, 2024, to ask about how quickly they can receive money after grants are approved. If need be, Ed will ask Northwest Savings Bank if their credit is still good and can borrow the money, maybe \$60,000 for a few months, then pay it back with the money from the County.

## **New Business:**

- Need to appoint a secretary since Marge Freund resigned. Ed Mulkearn asked everyone to think of someone who would fit in as secretary. They do not have to be immediately put on the Board, if ever. Some people have expressed an interest in being on the Board. Lex Brumagin suggested putting it on the website that they are looking for a secretary. Ed Mulkearn agreed that was a good idea.
- The resolution for Glenn Sullivan of Ready Scout, LLC, to act on behalf of Findley Lake Watershed Foundation needs to be reworded. Glenn Sullivan needs an authorization to act on behalf of Findley Lake Watershed Foundation to submit applications.
- ***M: Ed Mulkearn requested a motion for the Findley Lake Watershed Foundation would authorize Ready Scout, LLC, to act on our behalf for the purpose of obtaining permits from the New York State DEC for the application of the aquatic herbicide ProcellaCor EC. The Findley Lake Watershed Foundation also authorizes Ready Scout, LLC, to apply ProcellaCOR EC on our behalf. Jeff Ireland moved the motion and Ben Fergus seconded the motion. Without further discussion and a roll call, the motion passed unanimously. (Lant Lictus was absent.)***

## **SUMMARY OF ACTION ITEMS:**

1. Receipts for donations and cling-ons included with the Thank You card.
2. Lex Brumagin will complete the mailing list for members.
3. Chrissy Craffey will order the cling-ons with logo and the tablecloth/banner for Bicentennial table, and flags.
4. Chrissy Craffey will write her grant with Andy.
5. Ed Mulkearn will talk to Dave McCoy to find out how long it takes to get paid.
6. Ed Mulkearn will talk to Northwest Savings Bank about borrowing money and if credit is still good.

Minutes: January 20, 2024

**Adjournment:** The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Michelle Hall

Interim Secretary