



# Friends of the Musketawa Trail Board Meeting

Thursday, August 3, 2023

7:00 p.m. Ravenna Village Office  
12090 Crockery Creek Road



*Millennium Trail 2000  
National Recreation Trail 2008*

## MEETING MINUTES

**Meeting Attendees:** Tim Nink, Paul Boucon, Mark Fritsma, Gary DeKok,  
Oscar Reed, Diana Holovka and Cari Draft  
**Absent:** Joan Schmitt, James Smith and George Czinder  
**Guests:** Greg Sherburn/DNR

1. **Meeting called to order 7:00pm** : Tim Nink, president
2. **Secretary report - Cari Draft** : Meeting minutes from June 1 reviewed; Diana offered typo corrections. Motion and second to approve with amendments. Unanimously approved.
3. **Treasurer report - Diana Holovka** : No questions; Motion & second to approve treasurer's report. Unanimously approved.
4. **Correspondence**
  - a. Emails: Tim noted tree down in Ottawa County was handled by the county. One email asked if motorized scooters are allowed yet; Tim replied no, Greg confirmed.
  - b. Mail correspondence: Diana read through several complementary notes that included donations, a couple mentioned moving out of the area.
5. **Trail Manager Report from Muskegon County/Greg Sherburn**: Steve's on vacation this week but has been busy killing weeds and filling groundhog holes as well as the usual trash issues at the Broadway Trailhead lot. Greg plans to reach out to the Litchfield's to line up fall brush-hogging.  
Tim read **Jill Sells email update** that was sent to all board members.  
Report from **Kate Alvarez/Ottawa County** via email to Tim: holes patched, brush cut back.
6. **Website** : Tim added agenda and tweaked the trail manager contact portion.
7. **Current Expenditures**: Requests for reimbursement from Tim (\$32.29 paint & primer) and Diana will have postage reimbursements coming up.  
Reimbursement approval first & seconded and unanimously approved.
8. **Brochure/trail map**: Second printing complete; whoever needs some, they're ready!
9. **PROJECT LIST - 2023 pending/future**
  - a.) **Current/existing 2023**:
    - i. Ravenna Trailhead caboose **Open House** days will be (and have been) coordinated by Gary and Linda on Sat. June 3, Sat. July 1 and Sat. August 5 from 10am to 2pm. Gary sets up the tent and brings water along with the keys to unlock the depot, and has volunteers to help with shifts.
    - ii. Paul reviewed and revised the FOTMT Bylaws and board members approved at our August meeting.
    - iii. The Sharon Davis Memorial metal arts bike was installed in April.
    - iv. Trail etiquette laminated signs were installed at trail head kiosks.
    - v. The Muskegon/Broadway Trailhead cleanup volunteer event coincided with Earth Day

*(continued)*

in April. The smashed flower box was replaced at the entrance and the plaque was re-installed.

**c.) Future/longer term:**

- i. Ed Holovka Memorial, to be located at the Muskegon/Broadway trail head.  
Tim has the updated cost of the metal 12' x 12' structure at a cost of \$18,258.  
Discussion to set goal of Spring 2024 for construction, provided we raise the funds needed by then; **need ideas for fundraising and grant requests by our next meeting to create a plan to acquire additional funds over the next few months. (ACTION ITEM!)**

10. Discussion regarding ordering the bike tool set for the Broadway trailhead (to be installed when the memorial structure is constructed there) at a cost of \$2,136.80. Motion & second to approve this purchase from our regular trail funds, since costs keep increasing. Unanimously approved.
11. Discussion regarding "manning" Gary & Linda's last "caboose open house" :: Paul will help 8/5 at 10:30am. Gary is planning to paint the bike rack then at Ravenna too. Depending how that goes, we would do the same with Marne and Muskegon; Oscar volunteered to paint the Muskegon rack.
12. Review/update of FOTMT BYLAWS; Paul updated and we discussed. Motion & second to approve as written. Unanimously approved.
13. Diana made stickers to go on our existing printed donation envelopes, with the increased Memberships to \$5, \$10 and \$20. Discussion and agreement this was needed. Motion & second, unanimously approved.
14. Remaining Friends board meeting date for 2023: **10/5** (Thursday at 7PM in Ravenna)
15. Diana made the dinner reservations at Whitlow's on September 14; 6:15pm social, dinner at 7:00pm. Board members need to RSVP to Diana by Monday, September 4.
16. **Motion to Adjourn** at 7:41pm, seconded and unanimously approved.

Respectfully submitted,  
Cari Draft, Secretary 8/3/23