

## Harwich Ponds Coalition

[www.harwichwaters.org](http://www.harwichwaters.org)

October 18, 2024

### Minutes from the Steering Committee Meeting

#### Steering Committee Meeting Attendees:

Susan Cyr - President

Ann Frechette - Vice President

Erik Skramstad - Treasurer (via zoom)

Hallie Vitolo - Secretary

John Kechum - Webmaster

Scott Norum

Diana Preston

Rich Walker

Patrick Otton

Donna Connolly (via zoom)

#### 1. Financial Overview (presented by Erik Skramstad)

- It was confirmed that each of the 10 Steering Committee members had paid a \$50 initial donation to help cover the organizational start-up costs and that the initial fees paid by Scott Norum had been paid back
- Based on the fact that HPC is now considered a corporation in the State of Massachusetts, Erik confirmed that the HPC can proceed to set up a bank account for the organization. It was decided that the account would be set up at Cape Cod 5 and that Erik and Susan would coordinate a time to complete this.

#### 2. HPC Organizational Notes (from Scott Norum)

- Harwich Ponds Coalition has been created as a Massachusetts corporation
- The Federal 501(c)(3) application was filed 9/12/2024 using Form 1023-EZ. According to the Internet, we should have our status confirmed 3-5 months from the filing date.
- The Federal Form 5768 (election to influence legislation) has not been filed, mainly because we don't have the 501(c)(3) status yet.

#### 3. Membership / Annual Meeting Plans

- The Steering Committee agreed that we would look to get public donations/memberships in early 2025. It was agreed previously that membership would be \$25 annually.

- Plans for membership levels and organizational or corporate sponsorships still needs to be reviewed.
- The goal is to send out an email in early 2025 presenting the status of HPC, the initiatives of the organization, the date of the next annual meeting and a request for membership. This email should be sent to people who attended the July 2024 meeting and have the local pond associations (Hinckley's Pond and GSLA) and Harwich Conservation Trust (HCT) distribute to their email lists. The Steering Committee agreed on June 14, 2025 as the next annual meeting date.

#### 4. HPC Initiatives Going Forward

- **Project 1:** Organize meeting with Harwich Health Department, Natural Resources Department and Conservation Commission representatives with the HPC Steering Committee in Fall 2024. Susan volunteered to reach out to the various town officials to set up this meeting.
- **Project 2:** Develop Pond Pledge for HPC based on existing pledges in place in both Brewster and Orleans. The goals would be to discontinue any use of fertilizer and pesticides, promote town sewerage and to promote the use of native species in landscaping that don't require extra chemicals and water. Hallie volunteered as part of the Education Committee to initiate these efforts.
- **Project 3:** The Steering Committee would like to work with the local schools to have a logo contest for the HPC logo. Hallie volunteered as part of the Education Committee to initiate these efforts.
- **Project 4:** The Pond Project is a plan to develop a web page for each named pond in Harwich on the HPC website. This would include a paragraph for each pond summarizing size, depth, types of fish and other wildlife, history, plants, sampling data and a pond association link (where applicable). Ann has started working on this and will continue to work with John to develop these pages.
- **Project 5:** Identification of properties and land owners that border Harwich ponds. The goal would be to send out postcards to these people as potential future members of the organization. Several websites were discussed to obtain this information. Rich is looking into ways to develop a list of all abutting property owners.

#### 5. Wrap Up

- The next meeting was set for 10:00 am on December 6, 2024 and will be held at Hallie Vitolo's home at 9 Stanley Road in Harwich.
- Meeting adjourned