



Meeting Minutes – April 14, 2020 – Via Zoom Meeting

Attendees: Zac Swarthout, Andy Rangen, Bryan Pike, Don Gorham, Eric Roberts.

Submitted by: Bryan Pike

1. **Call to order and Introductions:** Zac S. called the meeting to order at 5:02 pm.
2. **Approval of Agenda and Minutes from last meeting:** Both the agenda and minutes from last meeting (February - i.e. no March meeting was conducted) were approved unanimously.
3. **Secretary Report:** No report other than minutes being approved.
4. **Treasurer's Report:** Due to a glitch on the IRS side of filing the E-Postcard, the filing has not been accomplished. Andy is working with IRS to resolve the issue.
5. **Reports/Discussion:** *Letters of Support:* CLTA is looking to have a letter drafted and sent to local business owners and organizations throughout the Brainerd and Cuyuna Lakes areas that identify the trail opportunities and seek letters of support from those parties. Chuck Carlson was mentioned to see if he could develop such a letter. *TAP Application:* Zac identified the need to spend time and energy on the completion of the application so not to be rushed when the application is to be submitted later. Folks are encouraged to look at the TAP application and provide input going forward. An April 28th date was identified to get some of the application questions answered. *Dan Hegstad Resignation:* With regret, the resignation of Dan Hegstad from the CLSTA board was accepted (Motion by Andy R. Second by Don G) and passed. CLSTA may appoint a replacement board member at a later time. *Backwards Approach:* Zac brought up the idea to pursue a "backwards approach" related to planning activities related to the trail development. Idea is to start with a Ribbon Cutting Ceremony and work "backwards" from there developing an organizational chart and possible development of a generic guide for action that needs to be taken along the way.
6. **Next Meeting Date:** 5-6 pm, Tues, May 12, 2020 via Zoom meeting.
A tentative date of Saturday, May 16th was identified for a field site visit either near the CWC Highway Dept garage complex and/or Sand Creek area within the Mississippi River Northwoods property (social distancing guidelines would be followed).