

**Thames River Heritage Park**

**Transition Team Meeting - Agenda**

**Wednesday, January 27, 2016, 8:30AM (0830)**

**Ft Trumbull State Park Conference Center**

**Groton, Connecticut**

I. Call to Order: C. Cox

II. THRP Chairman’s Report/Announcements

III. Approval of Minutes December 9, 2015 – P. Adams

IV. Fiduciary Report – J. Butler

V. Committee Reports

 A. Organization Committee – Chair: Juliet Hodge

 1. Scope of Work

 2. Office Space

 B. Governance Committee – Chair: Joe Selinger

 1. Adopt Yale Report as the TRHP Strategic Plan

 2. Review draft Certificate of Incorporation

 3. Review draft By-Laws

 C. Finance Committee – Chair: Brent Eugenides

 1. Operating & Capital Budgets

 2. Spending Guidelines

 a) Purchase additional copies of Yale report for sponsorship development ($34 + shipping)

 b) Purchase additional copies of Appendix

 ($11)

 c) Other expenses

 3. Fundraising Plan

 D. Communications & Programming Committee – Chair: Penny Parsekian

 E. Water Taxi Planning and Operations – Chair: Marian Galbraith

 1. RFP – Review Committee

VI. Good of the Order

VII. Next Meeting Date(s)

 February 24, 2016 @ 0830 April 27, 2016 @ 0830 June 22, 2016 @ 0830

 March 23, 2016 @ 0830 May 25, 2016 @ 0830 July 27, 2016 @0830

VIII. Next Meeting Location

IX. Adjourn