

**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