

**Minutes of Board of Directors Meeting  
BLPOA Community Center  
6996 South State Road 10  
Knox (Bass Lake), Indiana**

**Prairie Trails Club Inc.**

August 24, 2023

**Board Members**

Diane Blais  
Kathy Lucas [nonvoting]  
Steve Lucas  
Peg Stalbrink  
Kirt Verhagen (participating by email)  
Larry Wickert

**Call to Order and Quorum**

Steve Lucas, Chair of the Board of Directors (“Board”) of the Prairie Trails Club Inc. (“PTC”), called to order a meeting of the Board on August 24, 2023 a Membership Meeting at 5:53 p.m., CDT (6:53 p.m., EDT). Present were Board members Diane Blais, Peg Stallbrink, Larry Wickert and Steve Lucas. A quorum was recognized. As provided in Section 4 of the “Governance of Board of Directors and Membership for Prairie Trails Club Inc. Activities”, the Chair authorized Kirt Verhagen to participate by electronic means (in this instance, email). All five participating Board members agreed upon a Resolution that provided as follows:

1. The Prairie Trails Club Inc. shall seek Territorial Engineering as its consultant for the Indiana Trails Program (ITP) grant to extend the trail northwest through North Judson. Kathy Lucas is authorized to seek consensus with Territorial Engineering on terms of the agreement and may use the NLT-1 agreement with the Troyer Group as guidance. Board members would have the ability to review a draft agreement before finalization.
2. If a consensus is achieved with Territorial Engineering on the agreement, as PTC President, Rhonda Milner is authorized to sign the agreement, as well as the project contract with the DNR.
3. As Treasurer, Kathy Lucas is authorized to interface with the State of Indiana (notably the Department of Natural Resources and State Budget Agency) on all financial matters pertaining to our ITP grant. Russ Blais is authorized to assist Kathy and to act on financial matters if Kathy is unavailable.
4. The Board resolves to develop guidance for the nature of PTC participation in maintenance on the western-most mile of the existing trail. Terms of the guidance would be developed following consultation with HVRM Liaison Bob Albert and PTC Liaison Linda Byer and would include Kirt Verhagen’s participation.
5. As Board Chair, Steve Lucas is authorized to respond to an August 21 email from the Indiana Department of Transportation, with Early Coordination Letter, 2100231, regarding a State Road 10 Preventative Maintenance Hot Mix Asphalt (HMA) Overlay Project which includes

the trail crossing at the former rest park. Rhonda Milner agreed to perform the responsibilities described in part 2. An opportunity was provided to ask questions or make comments.

Rhonda Milner agreed to perform the responsibilities described in part 2 of the Resolution. Russ Blais agreed to assist Kathy with fiscal matters pertaining to the ITP grant. An opportunity was provided to ask questions or make comments.

### **Adjournment**

The meeting was adjourned at 5:58 p.m., CDT (6:38 p.m., EDT).