



CBGN Working Group Minutes – December 1, 2004

**Joseph Macknis Memorial Conference Room, Chesapeake Bay Restoration Center
Chesapeake Bay Program Office, 410 Severn Avenue, Annapolis MD 21403**

Participating:

Lee Epstein, Lisa Gutierrez, Marci Ross, Dan Martin, Elizabeth Hughes, Robert Pickett, Alan Chace, Maria Vonderheid, Robert Carter, Bob Munson, Lynn Bostain, Bob Campbell, Jonathan Doherty, Rod Torrez, Michael Land, Catherine Mueller

Guests:

Vickie Jones and Stephanie Block (Reingold), Beverly McMillan

The meeting convened at 10:00 AM.

The Working Group welcomed Alan Chace, new representative of the PA Department of Conservation and Natural Resources. Alan is based out of Harrisburg, PA.

The minutes of the October 12, 2004 meeting were approved with a change on page 3 inserting the word "not" into the last paragraph.

Consideration of Nominations of Developing Sites

Working Group members reviewed and discussed the memorandum prepared by Elizabeth Hughes, Rod Torrez and Jonathan Doherty regarding whether nomination/designation criteria should be amended to allow consideration of developing sites not yet open to the public (see attachment). Discussion points included, but were not limited to:

- What would be the purposes and objectives behind considering such nominations/designations? If current policy were to be amended it would need to be driven by a compelling purpose. One example might be a need to fill a critical thematic gap in the network.
- How would criteria be developed to guide appropriate designations? Could they adequately address the need to have a high degree of confidence a developing site would meet full site criteria within a certain time?

Ultimately, members determined that full consideration of this topic required more knowledge of potential strategic thematic or geographic gaps in the network, and an assessment of whether assistance to developing sites is a factor in filling those gaps. Members agreed to table



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consideration of developing sites until such time as this information is available. Members agreed that an evaluation of gaps should be a key element in network strategic planning to be scheduled for 2005 (see below).

CBGN Conference – April 3-6 2005

An update was provided to members detailing the upcoming CBGN Conference (see attached). Jonathan Doherty and Bob Carter described the conference planning committee's progress and activities leading up to the conference, including the six track and the optional third day seminars. Bob Carter complimented those working on the planning committee (including working group members, gateway sites and APPL), noting far more has been accomplished to date than had been accomplished by this point in the planning stages of the first conference.

Conference information will be ready for distribution by early January in: (a) a conference brochure and registration package; (b) the Gateways website (including on-line information); and (c) regular announcements sent out via listserv. A brief description will be provided for inclusion in newsletters, websites, etc.

Conference costs (which primarily cover food) will be approximately \$130.00 for Gateways Network Members and slightly higher for non-gateways members. The third day seminars are separate and will cost approximately \$30.00 to register.

Proposed John Smith Coordinating/Networking Committee

Members discussed a proposal (attached) to create an ad hoc coordinating or networking committee to bring together all parties interested in initiatives related to the upcoming anniversary of John Smith's voyages around the Chesapeake. The committee would help facilitate the planning for interpretive initiatives surrounding the anniversary. Members agreed to create the proposed committee. It was suggested that tourism contacts be included in the committee membership. Marci Ross, Bob Munson, Lisa Gutierrez and Lynn Bostain asked to be included in committee meetings.

During discussion several ongoing activities were noted, including: the status of the "Voyages of Exploration" project (book due out by the conference); Virginia's work on Smith water trails along the routes on the York and James Rivers (plus a land component with limited access); Maryland's work on a water trail map of the route along the Nanticoke River, including a birding in Dorchester County component; and the potential for creating CBGN thematic guides on the John Smith voyages.



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Planning for 2005

Working Group members discussed several topics relating to its work in 2005. Most importantly members agreed on the need for evaluating CBGN progress to date, identifying gaps and issues and outlining priorities for the coming years – a strategic planning process. Members agreed it would be useful to have some outside assistance in this, that it would be essential for the process to involve Gateways, and that discussions in a retreat format would be helpful for the Working Group. Such a retreat would likely be most effective in the fall (October) at a Gateway.

In addition the working group recognized the following points:

- February/March meetings will include review of pending nominations
- The conference will take the place of the regular April meeting
- Grant review will occur in June
- Meetings are encourage to be held at Gateways, with a target set of holding the March and May meetings at a Gateway in either VA or PA.

Upcoming Meetings

The Fish Shack at CBPO is reserved for all meetings. Some will be rescheduled to occur at Gateways. All meetings begin at 10:00 AM, except June 8 which begins at 9:00 AM.

Working Group Meeting Schedule 2005			
Wed	February	9	Fish Shack
Wed	March	9	Fish Shack
Wed	April	13	Fish Shack
Wed	May	11	Fish Shack
Wed	June	8	Fish Shack
Thur	July	14	Fish Shack
Wed	August	10	Fish Shack
Wed	September	14	Fish Shack
Thur	October	13	Fish Shack
Wed	November	9	Fish Shack
Wed	December	14	Fish Shack



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