

MINUTES
PWV BOARD OF DIRECTORS' MEETING
November 17, 2022 – 6:30-8:30 p.m.
Conference Call due to Covid-19 concerns

ATTENDANCE

- **Board Members:** Jim Branch, Rich Cappello, Jennifiter Collins, Jeanne Corbin, Joe Cox, Jim Medlock, Ruth Janitscheck, Steve Musial, Sean Orner, Jeff Randa, Mark Snyder, Bruce Williams, Matt Cowan (USFS Liaison)
- **Board Members absent:** Pete Ramirez
- **Advisory Board Members:** Tom Adams, Fred Allen, Chuck Bell, Janet Caille, Kevin Cannon, Dave Cantrell, Mike Corbin, Alan Meyer, Karl Ritters, Celia Walker, Karen Roth
- **PWV Members, Other:** Tom Collins, Robert Orner, Peter Skiba, Anne Yakos

ESTABLISHING QUORUM AND MEETING GROUND RULES

- Mark Snyder welcomed everyone in attendance. He asked if we had any meeting guests tonight.
- Anne Yakos shared that she's a newer member who joined mid-year as a Non-Patrolling member. Involved with First Aid and Trails for All.
- Ruth Janitscheck was having technical difficulties and needed some time to establish Quorum. Bruce Williams suggested we get started and check back with Ruth before we make any motions.

AGENDA.

- Mark Snyder explained that the agenda on the screen had an update to add 2023 recruiting goals and under old business, spring tune-up proposal. The November 2022 agenda was approved.

MINUTES.

- The October 2022 meeting minutes were adopted with no changes.

REPORTS OF OFFICERS

CHAIR REPORT.

- Mark Snyder shared that we did our first new board member training recently. He remarked that it went well, and we are looking at doing more training after first of the year.

(B) CHAIR ELECT.

- Nothing to report from Sean Orner.

(C) IMMEDIATE PAST CHAIR REPORT.

- Nothing to report from Bruce Williams.

(D) USFS STAFF REPORT.

- Contractors started on the Roaring Creek reroute which is expected to be complete by July 30.

(E) SECRETARY REPORT.

- Nothing to report from Ruth Janitscheck

(F) TREASURER.

- Jim Medlock: Unrestricted donations are up \$12,500 over last year. In February we received an anonymous \$10,000 donation. We received \$26 for trail restoration during October, the first trail restoration contributions this year. Expenses are up over last year but this is expected due to our budget being up as well as increased activities, reduction of covid restrictions, and inflation. Cash balances are now all at First Bank of Omaha. We closed our account at Independent Financial. We moved \$30,000 from the money marketing account to the operating reserve account. We have a \$56,000 unrestricted cash balance, \$19,800 less than last October. In restricted cash, we have just over \$50,000, just under \$50,000 of which is designated for trail restoration. The operating reserve after the quarterly endowment statement decreased due to the stock market and is sitting at \$86,160. Jim opened the floor to questions. Celia Walker asked about cd consideration. Jim said he'd look at it. Dan Schultejan asked for a cash operating reserve goal. Jim said it would be 1.5x the annual budget. The 2022 budget was \$103,000, 1.5x of that would be significantly higher than our current funds. Next month we will make a motion to clarify this definition. Chuck Bell remarked that the number is skewed by restoration money and asked for the number without restoration from fires which is \$60,000. Alan Meyer said our budgets were roughly 20-25k / year when the rules were set.

REPORTS OF COMMITTEES

- Trails for ALL
 - Carol Kennedy was not present, and Mark Snyder reported for her. She wrote that we held our second hiking skills and field skills workshop on November 4th for Spirit Crossing Clubhouse.
- Reminder and Update on PWV Mailing Lists
 - Alan Meyer reminded all that we have mailing lists on the website and mentioned that many are out of date. He requested each committee look at their mailing list and email the web team if they have any corrections.
- Kids in Nature Report
 - Jeanne Corbin opened the floor to any questions on the report she sent in, included in the email of agenda and documents prior to the meeting and there were none.
- 2023 Recruiting Goals
 - Celia Walker estimated 2023 numbers to remain the same as 2022, we plan to accept 75 applicants split into 8 animal groups, with a result of 55 new recruits after dropout according to past rates. Jeff Randa asked about a waiting list, Celia explained that there is a master list of about 250 people who have expressed interest and they will all get an email announcing when the application is live.

NEW BUSINESS

- We revisited Ruth Janitscheck regarding a quorum, and it was determined that a quorum was present.

PWV POLICY #22

- Bruce Williams made a motion to Amend PWV Policy to state the following

- The PWV Board will approve the annual operating budget no later than December of the previous year.
 - Ruth seconded the motion.
 - The Policy currently states that the budget will be approved in December. We've been starting in November in previous years. This is a minor change that would give us more time to approve the budget with the flexibility of a 2-month window.
 - The motion passed unanimously.

REVIEW AND APPROVAL OF 2023 BUDGET

- Jim Medlock mentioned that he updated the budget to add the Kids in Nature and Spring Training committee budgets. 2023 proposed expenses are \$92,726 with a projected income of \$37,245 and a \$55,481 budget deficit. Additional funding can be accomplished by adding donation campaigns or using unrestricted donations received before 2022. The budget can be broken into 2 major categories: restoration activity expenses (\$64,600) and operating expenses (\$28,126). Restoration cash available for use on December 31 projected to be \$25,000. Unrestricted cash available for use on December 31 projected to be \$60,000. Options to recover deficit are to use unrestricted cash, amounts that can be distributed from the endowment and to defer approving restoration expenses greater than the available restoration donations until a plan is developed for a donation campaign or grants. Projected donations for 2023 are \$37,245. Bruce Williams asked for clarification that we have not included projections of possible fund raising and Jim confirmed that he has not. Only committees with budgets more than \$1,000 were asked to speak about their budgets.
 - Fund Development: Tom Collins indicated that his budget is the same as last year at \$1,100. Alan Meyer asked if he expected to spend all of it and he explained that was unlikely and dependent on recognition pieces and postage, \$600 is his most realistic estimate. Alan asked why he asked for \$1,100 and he indicated it was because he's not sure which donors will need recognition. Tom was concerned that he may end up coming back to board to ask for more if he reduces it and can only ask for 10% more than his proposed budget at that time. He agreed to reduce to \$800 if needed.
 - Leave no trace: Rob Orner indicated his proposal is the same as the last 2021-2023 years. They'd like to send 3 members to the Nolls LNT Master Educator course and obtain educational items to support spring training and LNT training trails. Janet Caillie mentioned a NWSA grant as an option to offset the expense.
 - Patrol Gear: Jim Medlock presented on behalf of Marion Wells. The committee expects to need just under \$3,000 with reimbursement of \$2,200 from primarily new recruits. Just under \$1,600 between shirts, labor, name badges and reimbursements.
 - Photography and Video: Peter Skiba reduced his budget from last year. He indicated a need for a Fort Collins Public Media consulting arrangement in which they help provide tech assistance for video production. Subscriptions to Adobe Premiere Pro, Flickr, and Story Blocks. Supplies are hit and miss. His budget sits at \$1,808 for 2023.

- Restoration: Mike Corbin is requesting for general tools, tool repair, as well as supplies and food for public workdays, three weeks of Rocky Mountain fall crew, and 2 weeks of county crew work. He would provide crew leaders for paid crews. He'd like to do 6 public workdays on lower Grey Rock and Upper Big South/Corral Creek. He remarked that public workdays are a good recruitment tool. Jeff Randa asked if this includes Odell workdays and Mike confirmed that it does. Janet Caillie asked if he planned to write grants to apply for and he confirmed he does. Chuck Bell asked if it's coming from restricted and he confirmed that he believed it does. Jim Medlock mentioned we should have about \$38,000 in the restoration fund at the end of the year.
- Rawah: Fred Allen talked pros and cons and feels that WRV is more experienced than other crews and would like to use them to work on the Rawah trail despite the high cost. He mentioned that it's been 15 years since PWV has done work on the trail. He remarked on the large amount of work needed on this trail. He'd like \$25,000 for lumber and the cost of the WRV crew. If we do 2 weeks, they'll do a discount and planning is complete already, \$10,000/week and \$5,000 for lumber and leasing mules to pack in. Arrowhead lodge needs staining for 2 cabins, the icehouse, and generator house to preserve property. Fred asked Mike Corbin for his opinion, and he disagreed with him on the county and Rocky Mountain crews, he felt that they are more efficient, experienced and cheaper than WRV. We can do it cheaper and do backpacks to complete this kind of work. People who donated money want us to use the money the best way possible and we should use the funds instead of giving it to another organization. Janet Caillie asked if we had 2 restoration committees now and agreed with Mike. Fred Allen feels that money has been sitting for many years without using it and wants to use it. Matt Cowan mentioned that WRV provides high quality work with high overhead costs compared to County crews that need to be supervised 24/7. He remarked that there is a never-ending amount of work to be done.
- Spring Training: Jeff Randa's budget is \$5,100 with food included.
- Spot/Inreach Reimbursement: Jim Branch said their budget the past few years has been \$3,000. Fifteen members requested reimbursements this year and 24 in 2021. His budget is \$3,000 for 2023.
- Stock: Fred Allen wants to do a clinic and purchase bear resistant panniers to improve long term food storage. He'd like lumber for fence repair, sand and gravel for Stub Creek, food cost included, totaling \$2,885.
- Supplemental Training: Linda Reiter was unable to attend, Jim Medlock presented on her behalf. She is planning for 6 basic first aid classed and 2 wilderness first aid classes with paid instructors. Proposing we use \$7,380 from endowment. We have almost \$1,200 available from the endowment fund. This has been approved by fund development committee putting into the budget to provide the classes to members at no cost. 2022 was a success with these classes.

- Supplies and Storage: Elaine Green was not present, Jim Medlock presented for her. The storage unit on N287 increased their rental fee for 2022 so we are planning for an increase this coming year.
 - Treasurer: Their computer is nearing the end of its life. Best option is to convert to quick books online and use a drop box to store information and eliminate the need for a new computer. Software cost is a little more than needed in the past. No director and officers' insurance increases.
 - Year-end Programs: Mark Snyder explained that their budget remains the same as last year at \$1,500.
- Sean moved to vote only on the operating budget, Separate from the restoration budget. Bruce Seconded and it passed unanimously.

REMOVE PATROL SCHEDULING AS A COMMITTEE

- Alan Meyer: Moved to remove the Patrol Scheduling committee with the work of Fred Sprague continuing as is. Bruce seconded it. Alan went over the elimination of manual scheduling with the implementation of the automated computer program Fred Sprague created, eliminating the need for a committee. It passed unanimously.

SUPPLEMENTAL TRAINING NEW COMMITTEE CHAIR

- Linda Reiter asked Mark Snyder to make a motion to make Anne Haverkamp the chair of Supplemental Training. Linda is stepping back. Jennifer Collins seconded. It passed unanimously

2023 SPRING TUNE UP PROPOSAL.

- Janet Caillie moved to hold spring tune-up in spring 2023 provided we find a suitable site. Sean Orner seconded. It passed unanimously.

CLOSING

- Mark Snyder adjourned the meeting.

Next Board Meeting: **December 15, 2022, 6:30 p.m.**