

MINUTES
PWV BOARD OF DIRECTORS' MEETING
February 16, 2023 – 6:30-8:30 p.m.
Conference Call due to Covid-19 Concerns

ATTENDANCE

- **Board Members:** Jim Branch, Rich Cappello, Jennifer Collins, Jeanne Corbin, Ruth Janitscheck, Jim Medlock, Steve Musial, Sean Orner, Pete Ramirez, Jeff Randa, Dan Schultejann, Bruce Williams
- **Board Members absent:** Joe Cox, Mark Snyder
- **Advisory Board Members:** Chuck Bell, Kevin Cannon, Dave Cantrell, Jerry Hanley, Linda Reiter, Karl Riters
- **PWV Members, Other:** Carol Kennedy

ESTABLISHING QUORUM AND MEETING GROUND RULES

- Sean Orner sat in for Mark Snyder.
- Ruth Janitscheck established a quorum.

AGENDA

- The agenda was adopted with one change that Jeff Randa would be doing the trail crew and restoration update for Mark Snyder. Jennifer Collins moved, and Bruce Williams seconded.

MINUTES

- The January 2023 meeting minutes were approved. Bruce Williams moved, and Jeff Randa seconded.

REPORTS OF OFFICERS

(A) CHAIR REPORT

- Nothing to report from Sean Orner

(B) IMMEDIATE PAST CHAIR REPORT

- Nothing to report from Bruce Williams.

(C) USFS STAFF REPORT

- Kevin Cannon is substituting for Matt Cowan. He mentioned that Matt got funding from the Forest Service for some of the projects. They hope to announce which projects next month.

(D) SECRETARY REPORT

- Nothing to report from Ruth Janitscheck

(E) TREASURER

- Jim Medlock: The 2022 financials are complete. We had an increase in income history for 2022. Due to the market change, we had some losses in our investments in the operating reserve. In 2022 total unrestricted donations increased. We had a significant increase in our budget, as was planned, over 2021 and 2020. We expended less funds than budgeted. Jim commended our committees for spending under budget.

The January financials are not yet complete and Jim plans to present January and February financials at the March meeting.

COMMITTEE REPORTS

TRAIL CREW & TRAIL RESTORATION UPDATE

- Jeff Randa filled in for Mark Snyder. We are working on having Sawyer B training. Stay tuned for more details from Mark.

TRAILS FOR ALL UPDATE

- Carol Kennedy: Anne Yakos attended the Green Latino event at The Wolverine on 2-9. She signed up for various emails and gave our contact information to the presenter, who is interested in connecting with PWV. We are reaching out to other organizations such as The Arc and The Spirit Crossing Clubhouse. At least one of the committee members will be at Spring Training. Matt Cowan communicated that USFS will receive funding needed to complete the wheelchair accessible Lady Moon project. USFS with PWV's assistance will start and finish construction this year. Tyler Peterson had to resign as vice chair of the committee due to a new job and hopes to rejoin at some time.

TRAIL PATROLLING COMMITTEE

- Jeanne Corbin opened the floor for discussion/questions about her report and there were no discussions/questions.

SPRING TUNE-UP UPDATE

- Linda Reiter spoke for Janet Caille. They're asking the committee chairs to decide what they're going to bring to the spring tune-up and get that to Linda Reiter by their deadline.

SPRING TUNE-UP UPDATE

- Linda Reiter was looking for at least 6 people to act as ushers. Celia Walker put together a raffle. Linda made a motion to increase the budget to allow lunch for all in attendance. Increasing the budget from \$300 to \$600 to allow for a social lunch and if we have any money left over, she would like to give a thank you to the church. Jeanne Corbin seconded. The motion passed unanimously.

SUPPLEMENTAL TRAINING

- Linda Reiter spoke for Anne Haverkamp. Anne has first aid classes on the calendar. Renee Skiba is working on getting affiliation meetings together again. Diane Noel is joining the committee.

SPRING TRAINING UPDATE

- Jeff Randa went over his PowerPoint on the general schedule. He plans on giving more details in March. He is working on a backup plan in case of inclement weather. The committee is still looking for a co-chair.

NEW BUSINESS

HYBRID MEETINGS

- Bruce Williams made a motion that we move to conduct our BOD meetings as hybrid meetings beginning in March. We would have simultaneously a face-to-face meeting

while having a zoom meeting so members can come to the meeting or zoom in remotely if unable to attend in person. Jennifer Collins seconded. The motion passed unanimously.

STRATEGIC INITIATIVE UPDATE

- Bruce Williams gave the first semiannual update. He went over his PowerPoint on the topic. BOD and Committee chair training is focused on supporting new members in feeling confident in their new roles. New BOD members were given recommended documents and resources, attended a training session and currently are giving feedback on the process thus far. The next step is to conduct a second session focused on the needs identified in the survey. Jennifer Collins requested that our second meeting for new board member training be in person. Jeanne Corbin requested to see the documents given to the new board members as part of their training. Bruce agreed to distribute them. For new committee chair training they have developed a new chair orientation and activity list and a checklist to facilitate transition and ensure the new chair knows what the outgoing chair was doing and what their plans are. The next step would be an orientation meeting with the chair or designee from the Executive Committee to mentor the new chair. Another request of new chairs is to ask them to attend at least 2 board meetings within the first 6 months of being chair. He thinks we will have everything up and running by the third quarter of the year.
- Bruce briefly went over member retention plans outlined. He pointed out that our retention rates are typical compared to similar organizations but that doesn't mean we can't get better. He mentioned the CSU article Alan sent out after the last board meeting. He encouraged all to read it. We know that feeling connected to other members contributes to retention rates. We will be evaluating options and developing action plans within the next several months such as looking for ways to provide new member recognition, increasing membership in committees, help new members find patrol partners, create more affinity groups, enhance retention through Spring Training, Spring Tune -Up, AGL, Mentor and Affiliation activities. He hopes to have specific recommendations by the third quarter.
- Jim Medlock spoke on fundraising goals. He summarized that they included revenue projections in the 2022 budget based on historical projections and Tom Collins and he plan on shifting to make goals instead of projections based on historical items. It would be beneficial to have goals we can show potential donors and encourage more donations to the organization.
- Jeff Randa spoke on the strategic plan for messaging. This plan is focused on external messaging rather than having patrolling members focused on the task. We are building our brand externally, so people are aware of us.

NEW BUSINESS TREASURER REPORT

- Jim Medlock moved to increase the Kids in Nature committee's 2023 budget from \$800 to \$1200 to cover the cost of shipping the Smokey Bear costume back to the vendor for corrections. Jennifer Collins seconded. The motion passed unanimously.
- Jim Medlock moved that there will not be a transfer to the Operating Reserved based on the desired operating reserve being 1.5 times the average operating expenses of 2020-2022. Steve Musial seconded. Jim explained that we have the funds in the account now and don't need to add more funds. The motion passed unanimously.

COMMITTEE CHAIR NOMINATIONS

- Sean Orner moved to have Bruce Williams as Member Relations committee chair. Ruth Janitscheck seconded. Alan Meyer has stepped down; Bruce has been a member

of the committee and has stepped up to take over the role. The motion passed unanimously.

- Sean Orner moved to nominate Mark Snyder as Trail Restoration committee chair. Bruce Williams seconded. Mark has been vice chair of the committee and has offered to move up to chair. The motion passed unanimously.

CLOSING

- Sean Orner called for a motion to adjourn, Jeff Randa moved, Jennifer Collins seconded.

Next Board Meeting: **March 16, 2023, 6:30 p.m.**