

MINUTES
PWV BOARD OF DIRECTORS MEETING
October 20, 2011 – 6:30 p.m.

The meeting began at 6:30 p.m.

ATTENDANCE

Board Members present: Scott Ackerman, Kathy Burgess, Don Creager, Jan Creager, Jerry Hanley, Bob Hansen, Meg Parmer, Karl Ritters, Jim Shaklee (*Chair*), Margaret Shaklee, and Kevin Cannon (*USFS Liaison*)

Board Members absent: Mike Shaddy, Laura Van Arsdale

Advisory Board members present: Fred Allen, Bob Manuel, Mike Mosehauer and Mark Snyder

Other PWVs present: Archy Archuleta, Mike Corbin, Sandy Erskine, Gene Packer, Martha Shepard, and Cathy Trout

MINUTES OF SEPTEMBER BOARD MEETING A motion was made and seconded to approve the September minutes; no discussion was had, and they were **unanimously approved**.

SEPTEMBER TREASURER REPORT The Treasurer's report for September was presented; and after brief discussion, a motion was made and seconded, and there was **unanimous approval**.

ANNOUNCEMENTS/INFORMATION SHARING Kay Valerio and Kathy Michaels have resigned from the Board.

UNFINISHED BUSINESS:

ORGANIZATION HANDBOOK Jim Shaklee reported the Executive Committee had reviewed the Handbook (incl. DRAFT Policies and Procedures and DRAFT Goals & Objectives) and recommended that the Board review and accept some or all of its contents. Jim noted that the current draft intentionally includes write-ups for some committees that are currently inactive but said he thought inclusion was desirable to facilitate future activation of such committees. He emphasized that this is intended to be a "living" document that will be revised and updated over time. Jim urged the review and approval or revision not be delayed. Karl Ritters stated he has already found the contents of this document useful, particularly when working with committees. He is very grateful to Jim Shaklee for all the work he has put in to get the document in place and he looks forward to getting it approved by the Board.

COMMITTEE SPENDING PLAN Margaret Shaklee reviewed the approved 2011 budget, and her (and the Budget Committee's recommendation) that committees with unspent allocations that have necessary spending before the end of December proceed with purchases. She prepared a written "spending recommendation" and distributed copies to all present (a new document with minor revisions will follow).

CRITERIA FOR 10-YEAR SERVICE RECOGNITION Jim Shaklee reminded this recognition is given at the Year-End Event and Annual Meeting—this year being October 23. This year he suggested PWV issue certificates to those who are qualified. He reported that the Executive Committee recommends that the criterion for this award be: "Ten years of active service as a PWV" (with the key element being 10 years as a PWV and "active service" being intentionally a little vague to allow for case-by-case review based on specific circumstances and performance). He presented a list of the members he feels meet this criterion. Jan Creager suggested that any person who has been a member for 10 years should be recognized for 10-yr service. This was followed by an extended

discussion regarding the recommended criterion and alternative criteria. Jerry Hanley suggested we put together a committee to devise a criterion, and he agreed to be on the committee as did Bob Hansen. However, given that the Year-End Event and Annual Meeting is only 3 days away, everyone recognized that we had to make a decision regarding what to do this year. Jerry then made a motion (for which an amendment was approved) that stated: *Anyone who signed a Volunteer Agreement in 2002 or any prior year, and in 2011, and in a total of eight of the intervening years (based on information available in PWV records), is eligible for a 10-year service award.* This motion passed by a vote of 9 to 1. Kevin said that he would review PWV's records and identify all members who meet the above criteria.

NEW BUSINESS

ELECTIONS – BOARD and ADVISORY BOARD MEMBERS, and BOARD OFFICERS Karl Ritters explained the voting process and presented lists of current Board members, (noting the two members who had recently resigned) and nominees for the 2012 Board; reminding everyone that anyone may still nominate other members to serve and that officers need to be members of the Board. Karl recommended the addition of 7 new Board members. He also recommended 4 new Advisory Board members, recognizing that some current members' terms expire in one year. The nominating Committee presented the following slate of candidates: names of **Board nominees** ARCHY ARCHULETA, MIKE CORBIN, SANDY ERSKINE, BOB MANUEL, GENE PACKER, MARTHA SHEPARD and CATHY TROUT, and **Advisory Board nominees** JAN CREAGER, NANCY FLIPPIN, BOB HANSEN and MARGARET SHAKLEE. Although Karl called for additional nominations, there were none and nominations were closed. All nominees were asked if they wanted to make any comments or share additional information with the Board but none did. The Board was asked if it had any questions to address to any of the nominees but there were none. The nominees were asked to leave the room during the voting. One ballot was given to each Board member present and a secret, written vote was taken. All of the nominees were elected to serve their 3-yr. terms on the Board. A second ballot was then distributed to all Board members containing the names of **officer nominees** (Chair-Elect: BOB MANUEL, Secretary: MEG PARMER, and Treasurer: GENE PACKER). There were no additional nominations, and these nominees were unanimously elected to serve as officers of the Board commencing at the conclusion of this Board meeting.

APPOINTMENT OF NEW COMMITTEE CHAIRS Karl Ritters showed a slide and presented a handout showing all committees for 2011-2012, by "committee cluster", i.e., *Administration, Operations, Publications, Finance, Communications/Relations and Training*, and showing names of the Chairs and vacancies. He had invited all current Chairs to continue and asked them to recommend possible replacements if they did not plan to continue as Chairs. Karl reviewed the status of each position, took comments; and the Board gave unanimous approval for the new appointments. The following appointments were made: Adopt-A-Trail - Mark Snyder; Annual Calendar on PWV Website - Bob Manuel; Budget - Gene Packer; LNT Trainer Training - Bob Manuel Public Outreach & Recruiting - Jerry Hanley & Ken Thielen; Spring Training - 2012 = Jan Creager & Jim Shaklee; Stock Patrol - Sandy Erskine; Supplemental Training - Archy Archuleta; Winter Patrols - Jeanne Corbin; and Year-End Event & Annual Meeting - Karl Ritters & Bob Manuel.

YEAR-END EVENT AND ANNUAL MEETING Jim Shaklee mentioned that the Chair will give awards for members who made outstanding contributions during the year, and that we will recognize 3rd place finishers (with certificates) in all of the "most patrols" categories).

CRITERIA FOR TOPICS FOR AFFILIATION GATHERINGS Bob Hansen asked for input from the Board on matters that may or may not be appropriate topics for these meetings. While no one suggested a particular topic, everyone agreed Bob has been doing a good job in gathering

presenters with interesting topics. It was suggested that Bob may choose any topic he feels appropriate, excluding topics such as politics, religion, or anything involving bias.

URGENT ANNOUNCEMENTS

REPORTING OF NON-PATROL TIME Kevin Cannon stated that, in the future, *all members will need to enter all their own time for non-patrol hours, including Board and other meetings and associated travel time. Going forward, Kevin will no longer enter any time for Board Meetings* . (It was suggested that it would be good to inform the general membership that they are expected to keep track of and report their non-patrol time and travel time using the Patrol Scheduling and Reporting Website.) Jim Shaklee mentioned that he is planning to include a statement about reporting non-patrol volunteer hours in the 2012 Field Guide (in Chapter 8).

BOARD AND EXECUTIVE COMMITTEE MEETING TIMES FOR 2011-2012 Karl Ritters asked all members if it were convenient for the dates and times of these monthly meetings to remain the same, i.e., first Thursday (3:00 PM.) for the Executive Committee meeting and third Thursday (6:30 PM.) for the Board meeting. No change was suggested. All of these meetings are held at the USFS offices.

EXECUTIVE COMMITTEE MEETING Karl discussed having an Executive Committee meeting (of the 2011 & 2012 Executive Committee members) at 3:00 PM on November 3, 2011. All present indicated that this date and time was okay with them.

WINTER CAMPING AND SURVIVAL TRAINING Archy Archuleta announced that the Supplemental Training Committee has scheduled and will conduct the following training sessions:

- Introduction to Winter Survival/Camping, Council Tree Library, 10:00 am - 1:00 pm - **Saturday, Nov 26**
- Winter Clothing/Snowshoeing, at REI (Gerry Cashman) 6:30 - 8:00 pm - **Monday, Nov 28**
- Winter Tents/Shelter/Cooking/Misc., Council Tree Library 10 am - 1:00 pm - **Saturday, Dec 17**
- Clothing & XC skis, at REI (Gerry Cashman) 6:30 - 8:00 pm - **Monday, Dec 19**
- Snowshoe & Camp-out, location TBA (fairly close to trailhead) - **Sat-Sun, Jan 7-8**

THANKS Jim Shaklee expressed his gratitude for all the help and support he received during his tenure.

The meeting adjourned at 8:30 pm.

Meg K. Parmer, Secretary

Next Board Meeting: **November 17, 2011**

Forest Service Report, Announcements, & Information Sharing – October 2011

USFS Report – Kevin Cannon

Numbers for the Year: For the PWV year (October 1st, 2010 thru October 2nd, 2011) the organization accomplished 23, 7337 hours of work. This equates to \$506,930 worth of value to the Forest Service. CONGRATULATIONS! You have passed the half million dollar mark! 167 people out of 253 active members achieved 6 or more patrols (66%). Trail crew put in 24 days of work and Adopt-A-Trail put in 882 hours (=36.7 days) on the North Fork Trail.

Website Redesign: We are looking at other options to get the website re-done; HP did not work out. We are following up on another lead with a major U.S. computer company, but we are going to move ahead with the people and the little money we have. It just means we will also dedicate a person to keeping the old site up and running as long as is feasible (already on life support). This is a critical need for us (meaning PWV and the USFS).

Forest Service staffing for next year: As you can guess, budgets are down across the government and we are no different. More than likely (as budgets do change) I will only be able to field one seasonal where I had 5 this year. This is why volunteer groups such as PWV are critical to the success of land stewardship entities like the Forest Service. And on a personal note I would like to thank everyone for their time spent volunteering. I have been and continue to be very proud to serve as the PWV liaison.

Changes to Trail Patrol Reports Coming: Next season there will be a few changes to how trail maintenance is reported. This is due to a change in how I must report our trail accomplishments up to the national level. I will be working this winter on getting those changes incorporated into the trail report form and hopefully the new website. While there are more changes specific to those that go out on Trail Crew and Adopt-A-Trail, there will also be a few changes for everyone that does a patrol.

Resignations from the Board – Jim Shaklee

Kay Valerio notified the Board on September 15th that she was resigning from the Board due her busy and unpredictable work schedule.

Kathy Michaels notified the Board on October 9 stating that she was resigning from the Board as of that date.

Possible PWV Fundraiser for 2012 Featuring Dave McGraw – Amy Williams

Amy has recently been in contact with Dave McGraw who entertained with his music at the PWV Spring Training in 2010. He and his partner, Mandy, have a new album being released late this year. Dave feels a real kinship to PWV's mission and he has tossed an idea into the wind...offering to perform a benefit concert for PWV on their release tour in early March or late Feb, 2012. He indicates that available dates for this would be sometime between Feb. 23-Mar. 10 (preferably), but something could be worked out for another time too if these dates don't work. They are performing in Denver at Swallow Hill March 2-3 and wanted to learn your thoughts about such an event. He indicates that it could potentially be held at Avogadro's in Fort Collins (although another venue would be a possibility). This could certainly be a mutually beneficial event and a whole lot of fun. Might it make sense to make it a special Affiliation Gathering event? A special combined fundraiser/recruitment evening? Your ideas and those of the board on any interest/direction would be appreciated. Note that Amy plans to contact Dave to inquire about some details, so more information should be forthcoming.

Nominating Committee, Nominations, & Election– Karl Ritters

This year, the Board approved the formation of a nominating committee to be headed by the Chair-Elect and including the outgoing Treasurer, another BOD member and two Advisory Board Members. The members of this committee are Karl Ritters, Margaret Shaklee, Kathy Burgess, Fred Allen, and Mike Mosehauer. The committee held two meetings:

1. To review required qualifications for the candidate positions, review and prioritize lists of potential candidates, and assign committee members to contact potential candidates in order of priority until required candidates agree to be on the election slate.
2. To meet with Chair-elect candidate and Treasurer candidate to address any concerns or questions they may have about their respective positions and to facilitate the nominating committee to get to know these key candidates. Result of those discussions is a comfortable feeling by the candidates and the committee that the candidates are the right people for the offices. In addition, the committee reviewed the final slate of candidates for Secretary, new members of the Board of Directors, and new Advisory Board members.

Subsequent to the above work completed by the Nominating Committee, Kathy Michaels submitted a nomination of Sandy Erskine as a candidate for the Board of Directors (as well as candidate for Stock Committee Chair). Sandy's name has been added to the slate of BOD candidates.

The slate of candidates provided to the BOD for the 10/20/2011 election is:

- Chair-elect: Bob Manuel
- Secretary: Meg Parmer (continuing)
- Treasurer: Gene Packer
- New BOD Members:
 - o Archy Archuleta
 - o Mike Corbin
 - o Sandy Erskine
 - o Bob Manuel
 - o Gene Packer
 - o Martha Shepard
 - o Cathy Trout
- New Advisory Board Members:
 - o Jan Creager
 - o Nancy Flippin
 - o Bob Hansen
 - o Margaret Shaklee

Note that a broadcast email was sent in August to all PWV members requesting nominations and self nominations for the above positions. An additional email was sent by the Stock Committee in September to encourage their members to nominate or self nominate to provide representation of the Stock Committee on the Board. No additional candidates were identified in response to those emails other than Sandy Erskine as mentioned above.

At the request of PWV Chair Jim Shaklee, Karl Ritters will run the election process at the 10/20/2011 Board Meeting. At the election, any PWV member can make nominations for additional candidates as long as there is a second and there is prior agreement from the nominated candidate to serve in the nominated position.

At the start of the election on 10/20/2011, Karl Ritters will make a motion that the total number of new Board of Directors positions to be filled at the 2011 election be limited to 7 persons. With the current 9 Board of Directors memberships carrying into 2012 plus the 7 new positions, at the end of this election there will be a total of 16 directors on the Board of Directors. At the start of 2011 there were also 16 Directors on the Board. The PWV Bylaws state that there shall be a range of 9 to 20 members on the Board of Directors.

The candidates for the Board of Directors were requested and did submit brief bios so that the current Board can become better acquainted with the candidates before the voting takes place. They were asked to 1) outline their relevant knowledge, experience and interests; 2) describe their history of involvement in PWV activities and programs; and 3) indicate why they want to be on the Board. The bios for 6 of the 7 Board candidates follow. Bob Manuel who is also a Board candidate was not asked to provide a bio since he well known to the current Board as a past Board member, current Advisory Board member, and current Trail Crew Committee Chair.

Archy Archuleta:

Since the early 60's I have been involved in backpacking and enjoying the outdoors. I have been with Community Emergency Response Teams (CERT), Hunter Education Instructor for the State of Utah in the 90's, Commander for the Civil Air Patrol in Price Utah covering Southeastern Utah, Search and Rescue for Rio Grande County as a tracker and diver, Owned and instructed Wilderness Survival Courses since 1969. I currently have been a member of PWV for the last three years as a Backcountry Ranger, as a hiker and as a backpacker.

I retired a little over three years ago and joined PWV. It was my way to give something back. During this time besides doing my regular patrols, I have been involved in Kids-In-Nature, Adopt a Highway, Winter Patrols, the Supplemental Training Committee where I put together and taught both a backpacking and wilderness survival course for PWV, and last I have also helped with Spring Training.

Since I am pretty involved with PWV with the Supplemental Training Committee, I feel that I should be on the board, plus this is the next step to do my part in helping with PWV programs. I feel I can contribute to PWV by bringing a different outlook as a member of the Board.

Mike Corbin:

I have enjoyed hiking and camping since I was a child. I was very active in Boy Scouts and our troop was very active in camping and backpacking. Since I became an adult I have hiked and back packed with my wife and daughters as often as was possible. Living in Houston Texas that was somewhat limited but we got to Colorado as much as possible. I have also always been interested in wildlife including birds, mammals and wildflowers (the latter was made necessary by my wife).

My wife and I have been members of PWV since May 2010. We greatly enjoyed the training weekend that year and have continued to take part in various training opportunities offered by PWV. We have hiked a great deal over the last two years. This included winter patrolling last winter. I enjoy both being out in the mountains and interacting with the folks we meet on the trail. I have also been on several weed pulls and am involved in the adopt a trail work on North Fork trail. Also I was recently drafted by Jan Creager to be on the newsletter committee.

When my wife and I first joined PWV we decided that for the first couple years we would mainly hike rather than getting involved in the committees or other activities. We felt that we needed a good understanding of the main PWV function before we got involved in other PWV activities. Now that I have patrolled a great deal, I feel that I understand what is being done well enough to help manage the organization. I always enjoy contributing to groups and believe I have enough skills and knowledge to be an assist to the board.

Sandy Erskine:

I am honored to be considered for a position on the Board of Directors for PWV and/or as Chair for the Stock Committee. Following is the information you requested:

I have read the PWV handbook and follow the guidelines provided. There's always something new to be learned and I enjoy that greatly. I am committed to promoting all principles set forth by PWV.

I've been involved with the Back Country Horsemen of Northern Colorado for eight years and have served on the Board for four of those years. BCH is a national organization working on trail advocacy and has adopted the Fish Creek and Little Beaver trails through the Forest Service.

I was the Director of the Northern Colorado Endurance Riders for four years during which time we put on four rides a year (25, 50 and 100 mile rides). This involved working with the National Endurance Ride Conference in scheduling and adhering to all regulations and the Forest Service for trail approval. I was in charge of having all prizes donated by national and local business. All proceeds were donated to the Front Range Exceptional Equestrians.

Besides horseback riding, I enjoy hiking and snowshoeing. I have been a Nordic Ranger for three years and plan on patrolling again this winter.

I have just completed my seventh season as a volunteer for PWV as a stock rider and hiker. I assisted Jacques Rieux in obtaining donations for Spring training for two years, have manned the PWV booth at New West Fest for two years and have been a member of the Stock Committee for the past year. I have taken minutes for the last four meetings of the Stock Committee, transcribed and e-mailed to members. I have recently become involved on the PWV Newsletter Committee and am working with another member in submitting an article for the next Newsletter. I am in the process of obtaining photographs to assemble and display at the end-of-year get together next week at the Stock Patrol table and will man the table as well.

I would like to become a member of the Board of Directors and/or Chair of the Stock Committee because I want to become more involved with PWV. I am proud to be a volunteer and want to become a leader in the organization. I have always been very impressed with how well organized PWV is run.

Gene Packer:

I graduated from East High School in Denver, Colorado. I attended the University of Denver one year, then transferred to Colorado State University and graduated in Electrical Engineering. While attending CSU, I was employed two summers by the Forest Service as a surveyor, and two years with the City of Denver Parks and Recreation Department. After leaving CSU, I served the Church of Jesus Christ of Latter-day Saints for 30 mos. as a missionary in Italy. I was fluent in the Italian language. Upon returning to the United States, I attended the University of Wyoming for one year on a National Science Foundation grant in bioengineering. While at Wyoming I married my wife (Ann Hollingworth -- a BYU graduate). We've raised three children and have four grandchildren. I worked for Hewlett Packard Company (R&D Engineer, Facilities Engineer, Facilities Engineering Manager, Facilities Manager, Project Manager, Colorado Utilities Coordinator, and Site Manager) for 36+ years in Loveland, Ft. Collins, and Greeley, Colorado. I retired from HP in 2005. I completed a MS in EE at CSU while at HP, as well as numerous MBA and computer programming courses. I'm a registered professional engineer in Colorado and have published a number of articles on energy management. Upon retirement from HP, I worked as an Electrical Distribution Field Services Engineer for the City of Longmont, Colorado and then retired in 2011. While at Longmont, I represented Longmont Power and Communications on the City of Longmont's Development Review Committee. I have been elected as a City Counselor in the City of Loveland, Colorado and I've also been appointed to the Loveland Water Board, Loveland Utility Board, and the Loveland Utility Commission. I

have a lovely wife, three children, and four grandchildren. In retirement, I serve as a District Commissioner for BSA, a youth scout leader in the LDS Church, a chaplain for the USAFA, a volunteer for Poudre Wilderness Volunteers (Forest Service Volunteer), and Vice Chairman of the Loveland Utility Commission. I actively bike and swim every day. I love the Lord, my family, my fellow men, and appreciate my life.

Martha Shepard:

I moved to Colorado in August 2009 and became active in PWV the following spring, completing the expected patrols in 2010 and 2011. Five of my hiking friends in Newcomers joined PWV this year, all at least completing the expected patrols. I attended some of the additional membership meetings in 2010-2011. I participated in the budget process in 2010, in the editing of the rewrite of the commercial version of our trail guide/manual, and in the Outreach Committee.

My professional experience is as an attorney and auditor, along with international business management and mergers/acquisitions. From 2000 until my retirement in 2009 I reported to the board of a NYSE-traded Fortune 200 company as the VP, General Auditor and Chief Compliance officer. I have substantial professional experience in personnel management/supervision; teamwork; project management; and financial analysis, and some experience in market research & survey creation. I am a board, and audit committee, member of a trust company in Oregon.

I am presently a board member of Ten Thousand Villages Fort Collins store, and Treasurer of Newcomers. Prior board experience includes Red Cross, Hospice, and others, with roles including board chair, governance, strategic planning, fundraising, and others.

Cathy Trout:

I grew up in rural Indiana amid hog farms and cornfields. The highest mound of dirt I saw was on the dairy farms I lived near. While attending Purdue University (Microbiology degree) I heard students talk about Boulder, Colorado and how great it was. I was determined to see Colorado for myself. I did a detour to Bucknell University in Pa. for some graduate courses then headed here. I liked the license plate that read " Not a native, but I got here as fast as I could".

I have worked at McKee Medical Center for 32 years, heading their Microbiology Department, I love my job, the "bugs" are always surprising you and I get to help people while I'm sleuthing out medical problems due to microorganisms.

I've always enjoyed hiking, there's nothing that can compare to the experience of being on a trail and seeing all the beauty around you. I started my daughter; she's 17 years old now, in a day pack as a toddler to the experience of hiking. She has worked for the Larimer County Conservation Corp for the last 2 summers. Sara has decided to become an environmental engineer, she is my greatest achievement.

I joined the PWV three years ago after seeing a poster in the Loveland library. I've hiked a lot of trails I would not have seen had it not been for the organization. PWV provides a venue for the average person to be part of an organization that does a great deal of good for the environment through its stewardship and education. It is unique. I would like to be more active in its continued success and being on the Board would give me that opportunity and impetus to get more involved.

Hunting Season Starts & Hazard Tree Removal on the Canyon Lakes Ranger District –

Reghan Cloudman (USFS)

As hunting season swings into full gear, the Canyon Lakes Ranger District reminds forest visitors to be aware of all activities in your area. Hunters are reminded to follow all the Colorado Division of Parks and Wildlife (CDPW) hunting regulations, as well as Forest Service shooting and travel regulations. Wearing bright colors is required for hunters by the CDPW, but it is recommended for everyone enjoying the forest this time of year. Making yourself visible to other forest users is very important. All visitors, including hunters, are encouraged to stop by the local U.S. Forest Service office and pick up maps of the area as a safety precaution and to know where private land boundaries are located. Visitors can also get a free Motor Vehicle Use Map to help plan out open routes. Visitor information specialists can help plan your trip and can provide valuable information about the local forest.

Knowing where to go is important. Due to effects from the mountain pine beetle, some trailheads and campgrounds will experience temporary closures this fall. They will not all close at once, but be staggered to provide the least inconvenience for forest users.

Temporary closures for hazard tree removal in October (dates will vary):

- Beaver Creek Upper Trailhead
- Beaver Creek Lower Trailhead
- Emmaline Lake Trailhead
- Blue Lake Trailhead
- Fish Creek Day-use Area
- Greenridge Trailhead
- Aspen Glen Kiosk
- Tunnel Campground
- North Fork Poudre Campground
- Cameron Pass Day-use Area
- Deadman Lookout Tower

Another important safety message for visitors year-round is to be aware of falling tree hazards, especially in mountain pine beetle hit areas. Make sure to avoid dense patches of dead trees, especially on windy days. Park vehicles and place tents in areas away from dead trees and take a saw or ax with you to remove fallen trees from roads in case you become trapped.

If you are looking for a guide for hunting, it is important to know there are six outfitter/guides authorized to offer big game hunting-related services on the Canyon Lakes Ranger District. They offer specific services and operate in specific areas. Each are registered with the state and regulated by the Forest Service to ensure safe, quality service and protection of forest resources. A list is available from our visitor information specialists; any other entities offering services for hire are doing so illegally.

For more information or help planning your hunting trip or fall visit, please contact the Canyon Lakes Ranger District Visitor Information Services at 970-295-6700.