

MINUTES
PWV BOARD OF DIRECTORS' MEETING
January 19, 2012 – 6:30 p.m.

The meeting began at 6:30 p.m.

ATTENDANCE

Board Members present: Scott Ackerman, Archy Archuleta, Mike Corbin, Don Creager, Sandy Erskine, Jerry Hanley, Bob Manuel, Gene Packer, Meg Parmer, Karl Ritters (*Chair*), Jim Shaklee, Martha Shepard, Cathy Trout, and Kevin Cannon (*USFS Liaison*).

Board Members absent: Kathy Burgess and Mike Shaddy.

Advisory Board members present: Chuck Bell, Jan Creager, Bob Hansen, Betsy Mosehauer, Mike Mosehauer, Jacques Rieux and Margaret Shaklee.

Others present: Kathy James.

REVISED AGENDA. A revised agenda was accepted.

MINUTES. The minutes were accepted as presented.

REPORTS OF OFFICERS.

A) **Chair Karl Ritters** was appointed to form and head a Member Retention ad hoc Committee and to report progress to the Board. Karl stated the Committee was formed and had a brainstorming session to identify member retention issues and propose actions to address those issues. Members of the committee are primarily chairs of PWV standing committees who may have a significant impact on member retention. A meeting will be scheduled for next week to prioritize and assign actions. Once the plan is completed, it will be presented to the Board.

B) **Liaison Kevin Cannon** explained the confusion associated with the Volunteer Agreements, which has now been resolved. He stated the new Trail Patrol Scheduling and Reporting website is expected to be in place this summer.

C) **Treasurer Gene Packer** presented his 2011 year-end report. After discussion, no change was requested, and the report was **accepted as presented.**

The Treasurer made a motion that the Board approve modifications to the PWV Budget Line Item Approval Process to include what to do when there are sufficient funds in PWV's bank accounts at the time the Annual Budget is approved, plus other minor changes to instructions already in the procedure. The modified process was emailed to the Board with the Information Sharing documents for this Board meeting. The motion was amended to properly identify the "Budget Committee" (erroneously named Finance Committee in Section 4.e. in the Information Sharing document). **The amended motion was passed.**

REPORTS OF COMMITTEES.

A) **SUPPLEMENTAL TRAINING.** Archy Archuleta and Karl Ritters reported on the classes held on Winter Survival, Snow Shoeing, X-C Skiing, Winter Camping and the weekend field practical at Cameron Pass. They showed slides on the weekend campout on Cameron Pass, including the snow cave built for their shelter. An ultralight backpacking clinic will be held soon at Harmony Library.

B) ORGANIZATION HANDBOOK. Mike Corbin reported the Committee is preparing a write-up of the Organization Handbook process and made a motion to deactivate three committees. **Three motions were combined, seconded and approved, as follows:**

1. Deactivate the **Trail Use and User Assessment Committee** due to inactivity and no plans for future activity;
2. Deactivate the **Member In-Reach Committee** (with the exception of Affiliation Gatherings) due to inactivity and no plans for future activity; ***AND ESTABLISH AFFILIATION GATHERINGS AS A SEPARATE COMMITTEE WITH BOB HANSEN AS CHAIR OF THAT COMMITTEE;***
3. Deactivate the **Backcountry Emergency Aid Committee** due to inactivity and no plans for future activity.

C) RECRUITING and PUBLIC OUTREACH. Jerry Hanley reported on the Committee's activities. The Committee will make presentations to various businesses, among which are Otter Box and REI; a brochure has been prepared and distributed; and a speakers' bureau has been established. Open houses for potential new recruits are scheduled for January 24 and February 21, 2012; and Jerry showed the agenda. He mentioned the committee will also participate in the Sustainable Living Fair this year. Regarding the Endowment Fund: A brochure is now available; committee is working on verbiage to send to potential contributors; there will be "levels" of contributions; there will be a presentation at the May affiliation meeting on estate planning, gifts and annuities; and later the committee will ask the Board's advice about distribution of income when the level of the fund reaches \$50,000.

D) UNIFORMS.

1. SHARON GREEN, CHAIR. Sharon Green was nominated to replace Kathy James as Chair of the Uniforms Committee and was appointed by the Board. Kathy will assist Sharon when needed.

2. UNIFORMS' STANDARD. Kathy James proposed purchasing shirts from RedKap at a lesser cost than those purchased from Columbia. The shirts would be the same as originally provided by USFS, will have pockets, long/short sleeves, men/women styles. A sample shirt was on hand at the meeting. It was mentioned the names could be embroidered on the shirts to alleviate the problem of lost name badges; and this idea was rejected. After much discussion, the following **motion, including amendments, was seconded and passed:**

"The standard for new purchases of PWV uniform shirts will be RedKap polyester /cotton blend with the standard patches. The color and material will be the same as originally provided to PWV by the U.S. Forest Service. The shirts will be procured in long and short sleeves, with pockets, in men's and women's styles. The shirts will be available to returning PWV members at full cost if they wish to purchase additional or replacement shirts."

Kathy reported there are about 46 Columbia shirts, various sizes and styles, now on hand; and they are available for purchase.

3. UNIFORMS' POLICY. There was much discussion on how much to charge new recruits for their shirts, noting that the cost of shirts to be purchased from RedKap are inexpensive—between \$10 and \$21. The following **motion, including amendments, was seconded and passed:**

“All new members (recruits) will pay in full for their uniform shirts.”

E) UPDATE ON SURVEYS CONDUCTED. Margaret Shaklee reported the responses to recent surveys:

Member Talents and Skills	- 79
Volunteer Applications	- 12
Supplemental Training Classes	- 93
Training Course Evaluation	- 107

Future surveys are planned on mentors’ evaluations, retention and self-assessment.

F) STOCK PATROL. Chair Sandy Erskine reported that the Stock Packing Workshop is set for Saturday, June 2, as previously scheduled, and the Stock Workshop is tentatively scheduled for Saturday, June 9. There has been conflict in the past with scheduling events; and Sandy assured the Board that all future functions will go through the Stock Committee to avoid any conflicts.

NO UNFINISHED BUSINESS.

Motions were made, seconded and passed to postpone two matters to the February meeting:

A) NON-PATROLLING MEMBERS’ POLICY. Jim Shaklee

B) 10-YEAR AWARDS’ POLICY. Jerry Hanley.

NEW BUSINESS.

A) IRAQ STUDENTS. Chuck Bell stated that CSU is again bidding for this project; and, if the bid is successful, Chuck will bring this before the Board to secure approval of PWV involvement.

B) USE /PROMOTION OF DRAKE EVENTS CENTER. On behalf of Kathy Burgess, Margaret Shaklee read a proposal for use of this facility for future events, including affiliation gatherings, which are beginning to exceed capacity at the current meeting place (Mulligan’s Pub). Karl Riters reviewed the charges for the various rooms, food and beverage arrangements, and monetary benefits to PWV. The following **motion was made, seconded and approved:**

“Kathy Burgess to send broadcast Email to all PWV members to announce Drake Center contribution of 10% to PWV, based on cost of meals served at the Drake Center restaurant to PWV members and friends.”

The meeting adjourned at 8:35 pm.

Meg K. Parmer, Secretary

Next Board Meeting: **February 16, 2012**