

MINUTES
PWV BOARD OF DIRECTORS' MEETING
April 20, 2017 – 6:30 – 8:45 p.m.

ATTENDANCE

Board Members: Janet Caille, Gerry Cashman, Jeff Dean, Jim Greuel, Alan Meyer, Randy Ratliff, Mike Reynolds, Margaret Shaklee, Celia Walker, Holly Young and Kevin Cannon (USFS Liaison).

Board Members absent: Bob Meyer, Shannon Keigan

Advisory Board Members: Fred Allen, Jerry Hanley, Bob Manuel, Karl Ritters, Jim Shaklee, Mike Smith and Garin Vandemark

PWV Members: None

PWV Guests: None

AGENDA. The agenda was adopted as presented.

MINUTES. The March minutes were approved.

REPORTS OF OFFICERS

A) CHAIR REPORT. Margaret Shaklee reported that Judy Jacks has decided to resign from the board due to travel. When a replacement name was suggested, Margaret said she wasn't trying to replace Judy since she has only 6 months left on her term. The **Chat with the Chair** is going better than anticipated. This month Don Picard, volunteered to help create a skills database, and Margaret and Jackie Picard discussed the PWV training program. At the **Affiliation meeting**, April 10, Margaret received several recertification questions allowing members to air their views.

Margaret has sent out three different **invitations** this year: to join PWV, attend Spring Training and to recertify. Margaret thanked Jackie Picard, Jeff Dean, Celia Walker, Nancy and Jim Casadevall, Mike Smith, Fred Sprague, Sandy Erskine and the Web Team for assistance with these invitations and finishing ST registration and the patrol scheduling questionnaire, coordinating KON, and stock training, while still sending the letters in a timely manner. Margaret invited all Board and Advisory Board members to attend ST Saturday evening. PWV has also invited the CLRD Visitor Center volunteers and the Friends of Wilderness of Steamboat Springs to participate in the Training Trail and Saturday evening events. Margaret said per Fred "the more the better". Margaret thanked **Mike Smith** for his quick response, helpful attitude and many and significant and contributions to PWV and the Web Team, recognizing him with a certificate of appreciation and PWV hat.

In past years, **lapel pins** have been provided by the Forest Service but PWV needs to order the pins this year. Margaret read the following motion:

Due to fact that the Forest Service can no longer fund the cost of PWV pins, the PWV Patrol Gear Committee is authorized to spend \$___ to replenish pins to accommodate, new recruits and recertifying members.

The motion was seconded. Celia Walker said we have an order for 200 pins at \$1.65/pin and 100 newly designed pins for recertified members for \$2.35/pin. In the future if we decide to order 500 pins, the cost goes down to \$1.10/pin. This information has been communicated to Marion Wells, chair of Patrol Gear committee. Discussion ensued and the motion was amended as below to allow a dollar amount under \$600 and not put date of 2017.

Due to fact that the Forest Service can no longer fund the cost of PWV pins, the PWV Patrol Gear Committee is authorized to spend \$600 to replenish pin inventory to accommodate, new recruits and recertifying members.

The amendment was seconded and passed. The motion passed.

B) USFS REPORT. Kevin Cannon said that hosts are needed at **Arrowhead Lodge**. Kirk and Sandy Sticken will be one set of hosts and Kristy Wumkes is looking for a second host set. Also volunteers are needed for the **VIS** center and Kevin expressed thanks for the 4-5 PWVs who have expressed interest. Stringers are on the abutments at **North Fork**. Kevin and crew will try to get them bolted down and the bridge completed by June 1. Kevin also hopes to complete the **Lion Gulch** bridge by June. Congress still has not passed a continuing resolution, which means PWVs cannot go out on National Forest trails if it's not passed by April 28th. Kevin mentioned that the high elevation roads are still closed.

C) TREASURER'S REPORT. Bob Meyer was ill and unable to attend but sent the following information relayed by Margaret. On the **Income & Expenses Tab**, PWV has received a small check from Colorado Gives in April for \$19.60. Thanks to Fred Allen's efforts, \$1000 was received from Walmart (similar to past years). Fred's narrative focused on trail restoration, and with that in mind, the funds have been placed in the restricted funds for trail restoration. Fred explained that Kids In Nature would have received but could not use \$1000. The \$150 to date for Public Outreach are registration fees for Earth Day and Poudre Riverfest. Some funds have been spent since the last Board meeting for shirts, in anticipation of ST.

Two members have jumped onto the inReach rebate offer to PWV members (\$1500 max for in-Reach & SPOT's). Another member is pending, per correct configuration of his inReach. January through March activity has been posted for the CFNC Endowment Fund with a net increase of \$684.76 due mostly to market appreciation, not gains locked in.

On the **Assets & Liabilities Tab** (Dec 31, 2016 balance and balance as of a couple of days ago), available cash is highlighted in yellow. The \$1000 in Walmart proceeds can be seen in the increase to Trail Restoration (account #1112.) Uniforms, accessories, and field items have the same balances as the beginning of the year. These will be adjusted after Spring Training.

Mike Corbin has indicated to Bob that he will have to commit to Larimer County on the number of weeks we can use the work crews (for trail restoration) this upcoming season, BEFORE he hears from NWSA on a grant. The work crews cost \$7500/week, and we have 4 weeks in our budget as a contingent expense (\$30,000). If we have no May BOD meeting, this could be problematic. The pending grant application for NFF was turned down per Alan Meyers. It is believed the trail restoration activities are a match for what NWSA wants to fund. Bob felt

the Executive Committee may want to have a sense from the BOD as to how it feels about this topic. Discussion ensued. Kevin stated the NWSA grant would have a \$20,000 max limit, leaving a \$10,000 gap between expense and possible grant award. The Executive Committee agreed to meet to discuss and decide if necessary.

REPORTS OF COMMITTEES

A) LEAVE NO TRACE. Jim Greuel made the following motion and the motion was seconded:

MOVE to rename LNT Trainer Training Course to LNT Program.

Jim stated that in past years, this committee focused on giving the LNT Trainer Training Course. Margaret has asked if the committee could expand the scope. Additionally, the committee will be offering LNT training patrols, making LNT materials available for checkout, and offering LNT education for both PWV and the general public. The committee has been named the LNT Trainer Training Course committee but now feels a broader name is needed. If renamed, the LNT Program will be an umbrella for more courses, training, etc. Margaret called the question, re-reading the motion. The motion passed.

B) PUBLIC OUTREACH. Mike Reynolds brought up discussion from a series of emails between committee members and the way the meet-up hikes have been working. The feeling is that meet-up hikes do not seem to be an effective recruiting tool and function with limited guidelines. The proposal is to not push meet-up hikes any more. Further discussion ensued about how meet-up hikes started compared to the PWV Shadow program. Many questions were presented, and it was suggested that Mike contact Madeleine about meet-up hikes and ask her to attend the June board meeting for further discussion and decision.

C) RECERTIFICATION. Jeff Dean said 31 people have signed up to recertify in 2017. Forty plus members have deferred to 2018. We may need to have a separate day for recerts in 2018. Recerts are being encouraged to spend both nights at ST, although only Saturday attendance is required in addition to KON. Only 7 recerts have filled out registration forms online, so a follow up email needs to be sent to encourage registration.

D) SPRING TRAINING 2017. Fred Allen has been in close contact with the Boy Scouts. Bob Manual has the Training Trail, Gerry has AGL training and Fred still needs help with the SPOT and Radio station. InReach will be discussed if there is time. Because the Boy Scout camp has no sewer and no septic tank, and hot water is not readily available, Fred has been pursuing alternatives to hand-washing dinner ware. Everything should be compostable with the exception of a few bags the food is packaged in. A commercial recycler in Boulder has been contacted and has agreed to take our compostable materials. Fred showed examples of the compostable products. The cost for this approach is approximately 15% above past years. Fred would love to have members and spouses come up for Saturday night dinner. For Saturday night's presentation, 4th and 5th generation residents of Poudre Canyon will be speaking, including Sandy Case Lundt, retired principal of Poudre High School. The speakers grew up in the canyon, attended a one room schoolhouse, and have great stories and historical pictures of the canyon area.

The only cushion on the schedule for new recruits is as they come off the trail at 2-3 p.m. and have photos taken. Fred hopes to have two 30-minute discussions in dining hall. Possible discussions may be on the inReach and weather/lightning on the trails. **Clean-up day** at the Boy Scout Camp will be on the 6th of May. The Boy Scouts have asked PWV to put a new hydraulic closer on back door and to complete a wall they haven't finished. Mike Smith's company has offered picnic tables to the Boy Scouts and Fred is working on the transportation for those.

E) AGL/ROLE PLAYER TRAINING. Gerry Cashman said we have a great group of AGLs although it took longer this year to secure them and he wasn't able to achieve a male, female AGL teaming. Gerry also has a backup and shadow AGL. Gerry read the list of AGLs. New recruits will be in the A,B,C,D,E groups and recruits in F,G,H. AGL training went well but Gerry is feeling the need for a meeting to communicate (too many pieces of information), plan and document the ST Process. Fred will set up a small meeting to this end next week. Gerry also talked about role players and training, mentioning two slots needing to be filled.

F) RECRUITING. Celia Walker said we have exactly 50 new recruits with 1 withdrawal, 5 animal groups of 10 each. Only 2 recruits didn't show up for interviews. We got 30 responses to the survey of 1st year members. The suggestion has been made to send the survey this year after the Year End event. Per the survey, Celia said new members are satisfied with KON, Mentor hikes, ST, etc., and PWV received high responses. One critique was from a couple responding that they would like to be trained with their spouse. Kevin mentioned that 2017 was a very good recruiting year with many high quality recruits. Only 14 recruits have signed up for ST registration. Celia volunteered to send a follow-up email with collaboration from Margaret.

G) ENDOWMENT FUND. Jerry Hanley made the following motion which was seconded:

The Endowment Fund Committee is recommending BOD approval for an Endowment Fund Grant of \$650 to the Trail Restoration Committee, specifically to be used for food & materials on the N. Fork trail restoration project.

The question was asked if Mike Corbin didn't get the grant for the crew will he still need the endowment grant. Jerry said Mike would. Mike was the only one to submit an endowment request (for \$1500), and the committee decided to award \$650 with BOD approval. Funds will become available immediately; receipts will be needed. This is the first endowment grant and grant request period is now closed. The motion passed.

When asked if other Endowment events were planned, Jerry mentioned meeting with Ashley Saveland, Chair of Fund Development. Two issues on the table for both committees are using Colorado Gives and co-sponsoring fund raising events. No Backyard party will be held this year. Celia mentioned her appreciation of Ashley's help with the donated lip balm with PWV logo and web address.

H) TRAIL PATROLLING. The following motion was made, seconded and passed.

Approve the Trail Patrolling Committee write-up for the PWV Handbook as submitted.

I) KIDS IN NATURE. The following motion was made, seconded and passed.

Motion: Approve Appendix A-14 (Optional Curricula) of the Kids in Nature Committee for the PWV Handbook as submitted.

J) PWV.ORG WEBSITE DEVELOPMENTS. Karl Ritters recognized the members of the Web Team in addition to himself: Mike Smith, Alan Meyer, Kirk Sticken, Mark McCracken and new member Matt Heath. Karl said it takes all 6 to work on submissions. Karl explained how the Web Team functions when requests come in. A primary activity for the Web Team is broadcast emails. Karl explained how submitting with bullets, colors, pictures, links, etc. makes the process more time involved as the Web Team constructs the email, not just copying and pasting.

Mike Smith presented an overview of the online, expanded **Equipment Reservation** system and how it grew following a discussion with Margaret two months ago. The online system started in 2016 for checking out equipment online, so that the office crew would consistently receive the information needed thus eliminating the need for emails and phone calls. In 2017, Presentation, and LNT materials were added and most recently the Trailhead Host Box for checkout. The system is expanding and easy to add on. Reports are sent to the office crew based on equipment reserved.

The **Online Registration** system now includes: Monthly Chat with Chair, BOD, LNT training classes, supplemental training, Spring Training registration, and Trail restoration, weed patrol. Other events are in the pipeline for enhancement.

Mike is currently developing an online **Calendar Event Request** form which is anticipated to have links to the Online Registration page. Mike is working with chair elect Randy Ratliff on the development of this form. On the **Equipment Reservation** form, equipment pictures have been added. Email notifications are sent to office crew and the information is consistent. For LNT book descriptions, Mike was able to provide a book description. Mike explained the checkout system and showed snapshot of what the office crew receives. He also showed Online Registration form for ST classes, events, and synopsis of classes. Once an event has completed, it is automatically removed from the list. Mike can also export enrollment lists for class instructors and information can be customized. The public will not see PWV only events. This system will can potentially be used for developing a training record for each of our members. Appreciation to Mike was expressed.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A) PRINTED PATROL DESCRIPTIONS. Jim Shaklee brought up the subject of

printing patrol descriptions. In past years PWV printed both patrol descriptions and the Field Guide (aka Training Manual) for new recruits. Jim thinks it's a mistake not to provide all new members with up- to- date Patrol Descriptions and he thinks seeing the PDs encourages members to patrol more and different trails. Discussion ensued. Paper copies do exist and PDs are in a state of flux, with ongoing updates. Printing cost was mentioned. Some members prefer hard copies and some prefer to access via the web. The suggestion was made to create a registration form (or broadcast email) open for two weeks after ST to request a hard copy, have members request a hard copy, print off the number needed and place in the cabinet for member pickup for this year.

B) REPORTING NON-TRAIL AFFILIATION HOURS. On criteria for reporting non-trail hours, Margaret stated that if the purpose of Affiliation meetings is to learn and get together, then we ought to be able to count Affiliation meetings as non-trail hours. The BOD agreed. Bob Hansen will be contacted to see how he prefers to keep track of these hours.

C) BOD MEETING IN MAY. Since the May BOD meeting would occur the day before ST, Margaret suggested we should probably not have a May meeting. Consensus was that the Executive Board should decide what meeting, if any, is needed.

D) PICNIC TABLES. Mike Smith's company has approximately 400 tables for donation to non-profit organizations that can potentially use them. He asked the BOD to help spread the word.

E) BLENDED FIRST-AID/CPR. Margaret postponed discussion of this until the June meeting as it will need more discussion than time allowed.

The Meeting adjourned at 8:45 p.m.

Janet Caille, Secretary

Next Board Meeting: **June 15, 2017 6:30 p.m.**