

**MINUTES**  
**PWV BOARD OF DIRECTORS' MEETING**  
**February 21, 2019 – 6:30 – 8:30 p.m.**

**ATTENDANCE**

**Board Members:** Tom Adams, Janet Caille, Jeff Dean, Elaine Green, Bob Hansen, Katina Mallon, Jack Morgan, Randy Ratliff, Linda Reiter, Mike Shearer, Sandy Sticken, and Jim Zakely.

**Board Members absent:** Celia Walker.

**Advisory Board Members:** Fred Allen, Dave Cantrell, Gerry Cashman, Mike Corbin, Jerry Hanley, Alan Meyer, Bob Meyer, Jacques Rieux, Jim Shaklee, Margaret Shaklee, Mike Smith, and Mark Snyder.

**PWV Members, Other:** None.

**PWV Guests:** None.

**AGENDA.** The agenda was adopted as amended.

**MINUTES.** The January minutes were approved.

**REPORTS OF OFFICERS**

**A) CHAIR REPORT.** Tom Adams said he has had the pleasure of attending meetings for the Spring Training, and Trail Patrolling committees, two New Recruit Previews and was the celebrity bar tender at a Pour Brothers Fund Raiser. Only five PWV members attended the Fund Raiser.

Tom read the following note from the USFS District Ranger, Katie Donahue:

*“This past 35 day partial government shutdown was not easy on anybody- recreationists, employees and volunteers alike. Employees want to be at work serving the public and keeping public recreation sites open. Recreationists want to have these sites, such as restrooms and winter trails, available. Volunteers want to assist the public and the Forest Service by continuing with their service programs, but were unable to officially do so.*

*Volunteers with the Canyon Lakes Ranger District made this event a little bit easier and a whole lot nicer for the public by unofficially stepping in to assist with cleaning and stocking restrooms in the Poudre Canyon, Red Feather Lakes, and Cameron Pass areas, and clearing trails and winter restroom sidewalks of snow around Cameron Pass. We would like to acknowledge these amazing volunteers- and friends of the Forest Service- from the Cameron Pass Nordic Ranger and Poudre Wilderness Volunteer organizations.*

*Your commitment to public lands leaves us awe-struck and so very grateful to count you as partners and stewards of our national forests.*

*With my sincere appreciation, Katie Donahue.”*

Tom has been invited to be on a panel at the USFS winter meeting to be held May 6<sup>th</sup>. Tom has agreed to participate.

**B) PAST CHAIR REPORT.** Randy Ratliff had no report.

**C) CHAIR ELECT.** Elaine Green participated in a Wild Spotter Webinar held by NWSA on tracking and mapping invasive species. Stream Tracker, to help monitor tributaries of the Poudre, was also discussed. Bob Drage, Dave Cantrell, Elaine Green, and Randy Ratliff attended this webinar.

**D) TREASURER'S REPORT.** Sandy Sticken reported that when she and Bob Meyer started looking at taxes for 2018, due to an issue in appreciation, one amount on the 2018 statement decreased to approximately \$11,000. The Endowment Foundation loss for 2018 was about \$6000. Net income for the year was \$12,797.39, which includes a \$5000 check from the Clinton Family Foundation. Sandy reported that the 2019 January spreadsheet contained nothing significant to discuss. The following motion was made, seconded and approved.

*Move to approve the February 21st financial report as presented.*

**E) USFS REPORT.** Kevin Cannon has talked recently with Mike Shearer and with USFS personnel about PWV Recertification guidelines. Kevin said PWV is now on a 7-year cycle for Recertification, with a primary goal of ensuring physical fitness of PWV members. When asked how this would affect recruiting numbers, Kevin thought PWV could recruit more annually with only about 25-30 members recertifying each year.

One of the projects Kevin is working on now is trail system maps. Kevin passed around copies of a Mt. Margaret map. The maps can be downloaded to cell phones. Information contained on the maps includes distance (green triangles at the mile and yellow dots at the quarter mile), length of trail, grade, mileage matrix and regulations on the back and can be brought up on a phone with Adobe Reader or Avenza. Kevin hopes to add the trail profile also. PWV members could share this information with hikers on the trails. These maps are currently available for downloading to PWV members only on PWV.org.

Kevin said in discussion with the USFS leadership team, it was mentioned that PWV does not link back to the USFS website. Kevin's role was to let the Board know this information. Kevin mentioned volunteer agreements for most BOD and Advisory Board members present at the meeting are in the system.

## **REPORTS OF COMMITTEES.**

**A) TRAINING MANUAL UPDATE.** Mike Corbin had sent the updated version of the Training Manual (formerly the Field Guide) about 3 weeks ago. Mike had received some changes which he incorporated. The following motion was made and seconded:

*Move that the updated PWV Training Manual be approved for publication.*

After limited discussion, the motion carried.

**B) RECRUITMENT COMMITTEE.** Jim Zakely gave an update on Recruitment. The application process closes on February 22<sup>nd</sup> and will be removed from the website although the application will remain open for another week. As of February 18<sup>th</sup>, PWV has 61 applicants, 3 of whom have dropped due to being unable to make mandatory training plus a stock rider with a new horse who wants to defer until next year. The 58 applicants range in age from 23 to 80, with a median age of 59, and an average age of 52. There are potentially five stock riders, 54 hikers, 28 are females and 30 males. These applicants include a former forester, geologist, college

faculty member, chocolatier, RNs, trail builder and a USFS volunteer in the Adirondacks. Typically 35% of applicants drop out so we will probably have 40-45 new recruits this year.

Interviews will be conducted on March 23<sup>rd</sup> and 30<sup>th</sup>. After the interviews, the Chair will send out the invitation to join, and Kick Off Night will be held on May 1st. When asked if the application process should be kept open for a while longer due to the smaller class size, Jim said a class of 50 was the goal set by the Board. PWV is limited by the number of people we can put on the Training Trail in a given day; in the past 80 has been the maximum number. Jim said that we get the most recruits from members, those who either know a member or met someone on the trail, and then through the PWV website. With the movement of Recertification to 7 years, in the future, PWV can probably recruit more. Currently 22 PWV members are slated for Recertification this year.

**C) CENTRAL ROCKIES WILDERNESS VOLUNTEER WORKSHOP (CRWVW) REGISTRATION.** Mike Smith said the CRWVW workshop will be held April 10-11, with a field day on April 12<sup>th</sup>. The campaign started the beginning of January, with a Save the Date sending to 140 Wilderness stewardship groups. Due to federal government shutdown, the Save the Date to federal government agencies had to be delayed. A 2<sup>nd</sup> invitation containing the Workshop survey has now been sent. Another email campaign is coming up next week, and then again three weeks later, with a final send two weeks before the Workshop.

At this point, 32 people, representing 21 different organizations have enrolled for the Workshop. 11 PWV members have signed up to help staff or host. Mike anticipates having approximately 60 attendees outside of PWV members. Mike said he does have an email he can provide for extending a personal email invitation to others who might be interested in attending.

**D) CENTRAL ROCKIES WILDERNESS VOLUNTEER WORKSHOP (CRWVW) PROGRAM.** Margaret Shaklee talked about the surveys that have been sent to the potential attendees and PWVs staffing the event. 9 people have signed up to help with the field trip which Steve Musial and Sam Cooper have agreed to organize. Of the staffing for specific tasks, 9 have signed up; 7 PWV have volunteered for any task. Margaret showed a list of Stewardship groups attending so far.

The program for the Workshop is about the volunteer organizations; attendees will help design. Workshops in past years have included presentations speaking to attendees. The hope this year is to ask attendees to help build the workshop through their survey responses. Margaret created word clouds for the five major program categories (People, Agencies, Finances, Community and Yourself) to show most important things, with sizes of texts telling the most important concepts, how many times the word was mentioned. The Workshop program committee will take survey responses and create the workshop program.

Janet Caille mentioned New Belgium has agreed to host a social for the Workshop. Janet asked those who haven't signed up yet to please do so, and encouraged members to provide lodging. Dave Cantrell said Rebecca Niemiec will talk about her research on what keeps wilderness stewardship volunteers coming back to an organization. Bill Betz will run a group talking about 'Strengthening Your Group by Engaging Your Members' and how to bring people in. The Colorado Mountain Club will talk about a new app they have on rapid trail assessment. Ralph Swain will be the key note speaker, presenting "The Human Element of Wilderness Stewardship from Teddy to Today", a public response to the protection of wild areas from the time of Teddy Roosevelt to today. The second day morning will be all finance, with a committee on local fundraising, and hopefully a panel on building connections with corporate sponsors. Randy Welsh will be talking about how to write good NWSA grants. In the afternoon, the

program will be looking at community issues. Dave hopes to build into the workshop ways to build alliances among stewardship groups. Margaret mentioned the blue board that will be available. On the board, people can post under the 5 major categories their ideas, things to talk about on, random thoughts and questions.

At end of day, Dave hopes to find ways to continue work that was begun at the workshop. Frequently, one attends a great workshop, but the challenge is how to use what was learned, how to keep it going. Some educational components will be built into the Field Day workshop.

**E) KICK OFF NIGHT (KON).** Linda Reiter reported that the biggest change this year for KON is to move to box suppers to reduce commotion and the noise. The box suppers should be easier to prepare but slightly more costly, approximately \$3/supper. Dietary restrictions will be considered with a vegetarian, gluten-free option. Treasurer Sandy Sticken thought the increased cost would be acceptable. The suggestion was made to ask new recruits about dietary restrictions at their interview. Linda suggested that everyone should bring their own beverages. Linda thanked Fred for being willing to head up the box supper effort.

Linda said the cycles for KON will be: Where We Patrol (using the Big 3D map), Authority of the Resource with actors and the third cycle will likely have Kevin talking about the USFS. Kevin will be giving the same talk for Recertification members. Mike Corbin, Janet Caille and Linda will talk after the meeting about the third cycle. KON will still include web training which Fred Sprague has offered to do. Kevin suggested doing the web training with everyone in the room. Linda suggested giving the recruits a Web scavenger hunt, with 5-10 things to find on the website.

KON will require 5 places to meet, which, with no Recertifying members, should not be too complicated. The lobby, Visitor center, break room and conference rooms can all be used to host a group. Training will still include the Leave No Trace (LNT) movie, and the skit with USFS representatives not up to standard, (Celia Walker and Jim Zakely were in the skit last year). Kevin Cannon will speak for 30-40 min to everyone. Web training, without report writing, takes about 45 minutes, covers scheduling and the USFS website. Report writing is covered at Spring Training. Some discussion was held on internet usage/availability at Buckhorn. Wifi is potentially limited there but can be tested on Feb. 25<sup>th</sup>, when PWV members visit the camp. Linda asked if any sessions should be filmed, but the consensus was to not film. AGLs will handle the KON makeup session.

Linda hopes to keep volunteers to a minimum, to keep the noise level and confusion factor as minimal as possible. AGLs can help as greeters also. KON will be held from 5:30-9:30 p.m. with AGLs arriving by 5 p.m. A photo/video member will hopefully be there to take pictures.

**F) KICK OFF MORNING (KOM) & CHARITY MILES PROGRAM.** Mike Shearer now has Kick Off Morning (KOM) duties for Recertifying members. Kick off Morning will have a breakfast provided on Saturday, May 18th, then the USFS, Kevin Cannon will come in and entertain (20 minutes, including the rationale of why they're there), then authority of the resource (including the 5 min video) with volunteer presenters and then splitting the Recerts into groups of 3-4 and practice some role playing. Additional training will be given on Trail Report Support, policies, note-taking, regulations, and Leave No Trace. Janet Caille suggested that Mike contact Jim Greuel for LNT help as several other LNT trainers are travelling. Recerts will finish at 10, and then start on the Training Trail by 10:30. Fred will have breakfast set up by

7:30 am so KOM can begin by 8 am. Mike Corbin said the hope is to have 3 starting points on the Training Trail so all Recert groups can start at the same time.

Mike also talked about the Charity Miles App, which he had sent as an Information Sharing document. The program is easy to use, and the hiker earns money for one of several national charities. Board consensus was that PWV should apply to receive funds via this program. Jerry Hanley will look into this. Mike said the mileage part of this app appears to be very accurate.

**G) NEW GOOGLE DRIVE FOLDER & MAILING LISTS.** Alan Meyer had previously sent out two presentations and from that wanted to emphasize the following 4 points:

1. Logos: Alan has been asked numerous times for logos. All logos are now on Google Drive.
2. Changes to broadcast mailing lists PWV maintains: Other than occasional exceptions for special circumstances, we now only maintain lists that we can automatically update through scripts that run at night. For example, the master list of active members is on the USFS website and throughout the year, changes occur such as a member changing their email. The nightly script will recognize these changes and update the broadcast mailing list. We also now have a list of inactive members for Member Relations and Fund Development. We additionally have a category on the mailing list called Friends of PWV which contains over 400 people who have never been PWV members. Alan is not sure where these came from, potentially from Public Outreach events. On the website's homepage and Newsletters section, we now have a form for people who wish to receive the PWV newsletter.
3. Information sharing: Many people have noticed that the minutes of the Board meeting are basically incomplete because they do not include the Information Sharing documents. Janet Caille has now gone back a couple of years and added the Information Sharing documents for those meetings on the Google Drive, under Secretary.
4. Safe deposit box: This box contains many of PWVs original documents, i.e., our original MOU. Margaret had gone to the box, scanned everything. All these documents can be added to Google folders Alan has created. Janet Caille also created a Google drive folder under the Secretary folder that talks about who has access. The safe deposit box is a donation from First National.

**H) TRAILHEAD HOSTING & MORE.** Janet Caille pointed out the new Trailhead Host Table on display. The table was \$43 and Janet donated and made a cover with plastic pockets so flyers and cards will not blow away. The table will be stored in the Visitor Center; Mary Bollinger found a storage place. The table and cover need to be added to the signout system online.

Janet mentioned the reception for the Shaklee's at her house on Feb. 24<sup>th</sup>. Janet also mentioned the 2<sup>nd</sup> Year Welcome Back Party, March 22nd. Currently 10 of the second year folks have signed up, plus some committee members. Janet did attend the NWSA WSP webinar on coming grants in 2019.

**I) AD HOC STOCK COMMITTEE UPDATE.** Randy Ratliff presented the final proposal for the Ad Hoc Stock Committee. The BOD approved the addition of a Stock Ad Hoc committee. Members of committee were: Tom Adams, Fred Allen, Sandy Erskine, Elaine Green, Katina Mallon, Alan Meyer, Mary Murphy, Randy Ratliff, Jacques Rieux, and Jim Zackley. Randy read the committee purpose, "*The PWV Board of Directors approved the*

*creation of this committee to review the current Stock Program and to formulate recommendations that will enhance the overall program, member recruitment and retention and the Committee's operations including its effectiveness in engaging other PWV Committees to achieve its goals".*

The committee had a very diverse group of people and a broad perspective of the current situation and also the history. Additionally, the committee had research data from Dr. Rebecca Niemiec. She made a wonderful presentation to the group. The job of committee was to look at how to move forward, focusing on the positives. The Committee did a good job and Rebecca helped in this process.

Randy read through his presentation as follows, adding some comments:

- Recruit more members on the Stock Committee (stock and non-stock members) to ensure that it is a high functioning committee.
- Designate a committee co-chair.
- Establish a separate email for the committee communications (eg. [stockcommittee@pwv.org](mailto:stockcommittee@pwv.org))
- Increase visibility of Stock Program on social media.
- Include both stock and non-stock members on the committee.
- Increase engagement with other committees to leverage commonality including webteam, supplemental training, recruiting, member relations, trail maintenance....
- Produce a video regarding stock patrols.
- Reinforce with the trail crew the need to consider both the vertical and horizontal clearance required for a horse and rider to travel on trails.
- Provide practical/functional training to encourage and support riders to carry supplies to worksites.
- Conduct a well-organized annual pre-recruitment training event/expo that will include PWV members and potential members.
- Discontinue use of language that separates stock riders from non-stock riders as both groups are doing "patrols" regardless of whether the member is hiking or riding a horse. Use inclusive language ("patrols" instead of "hikes").
- Increase Web site/social media visibility to enhance public awareness of the Stock Program as a means of engaging potential stock members including search engine optimization.
- Refine method for recertifying horse and riders.
- Identify specific strategies for retaining stock patrol members that may include but are not limited to:
  - Developing fun activities for horses and riders;
  - Creating special award categories;
  - Enhancing the PWV system to facilitate stock patrol members ability to identify patrol partners; and
  - Promoting and hosting social events.

Recommendations for the Stock Committee were:

- Host a trail riding clinic at a select area arena as a social event

- Organize and conduct an expo for stock patrollers (May include work- shops, a gear swap etc.)
- Sponsor a minimum of one social event that is stock specific.
- Review and revise/update **Stock Patrol** section of the *Poudre Wilderness Volunteers Organizational Handbook* including:
  1. The necessity of recertification and why it requires stock members to participate in Spring Training that includes hiking the training trail and for the member and their horse to take part in a mentor patrol.
  2. Specifying strategies for retaining stock patrol members.
  3. Outline a system to ensure stock patrol members can find others with whom to patrol following their first year of membership.
  4. Define system that will support the promotion of general social events such as stock specific Affiliation Gatherings, Mid-Summer Events etc.
  5. Review this entire section of the *Handbook* to ensure that it is up to date and consistent with actual activities and operations.
- Increase/improve communication with stock members regarding the importance of accurate and complete patrol reports and why they are reviewed.
- In coordination with the AGL Committee, revise the stock encounter to focus on how to encounter horses to ensure the safety of the horse, rider and hiker.
- Create a member directory of PWV Stock members.
- Create a directory of trails that are “horse friendly”.

Some discussion was held on patrols vs hikes verbiage, vertical clearance, how often stock members spend the night on back country patrols and why not, carrying pole saws, Stock recertification, llamas, current filter capabilities on the website, etc. The recommended USFS clearance on trails is 10 feet in height. When asked who would be chairing this committee, Randy said the committee will decide. The following PWV members have agreed to be on the Stock Committee: Mary Murphy, Fred Allen, Randy Ratliff, and Katina Mallon. A recommendation was made to create a ‘Horse Friendly’ card. For this, the committee will need to recommend trails to be listed to the Trail Patrolling Committee. Randy made the following motion that he amended from ‘adopt’ to ‘endorse’:

*Move that the Board endorse the recommendations of the Ad Hoc Stock Committee presented in the report dated 2/21/2019.*

The motion was seconded and passed.

**J) HOW TO REDO THE OPERATIONS TRAINING MANUAL.** Mike Corbin agreed to defer this item to the next Board meeting due to lack of time.

**OLD BUSINESS** None.

**NEW BUSINESS** None.

The Meeting adjourned at 8:30 p.m.

Janet Caille, Secretary

Next Board Meeting: **March 21, 2019 6:30 p.m.**