

**MINUTES**  
**PWV BOARD OF DIRECTORS' MEETING**  
**June 15, 2023 – 6:30-8:30 p.m.**  
**Hybrid Meeting**

**ATTENDANCE**

- **Board Members:** Jim Branch, Rich Cappello, Jennifer Collins, Jeanne Corbin, Joe Cox, Ruth Janitscheck, Jim Medlock, Steve Musial, Dan Schultejann, Mark Snyder, Bruce Williams, Matt Cowan
- **Board Members absent:** Pete Ramirez, Jeff Randa
- **Advisory Board Members:** Tom Adams, Janet Caille, Kevin Cannon, Dave Cantrell, Mike Corbin, Elaine Green, Celia Walker
- **PWV Members, Other:** Carol Kennedy

**ESTABLISHING QUORUM AND MEETING GROUND RULES**

- Ruth Janitscheck confirmed a quorum was present.
- Mark Snyder welcomed everyone in attendance.

**AGENDA**

- The agenda was approved.

**MINUTES**

- The March 2023 minutes were approved.

**REPORTS OF OFFICERS**

**(A) CHAIR REPORT**

- Nothing to report from Mark Snyder. Janet Caille asked for an update on the Rawah Trail project. Mark said that acquiring a grant is still in progress and Fred Allen is still working on it. The NWSA grant was not approved, and he is working with other horse groups now. The project is on hold pending the grants he is pursuing. The project is scheduled for July.

**(B) CHAIR ELECT**

- Sean Orner communicated that the office crew is looking for someone in northwest Fort Collins who would be interested in helping the crew provide a location for equipment pick up and drop off.

**(C) IMMEDIATE PAST CHAIR REPORT**

- Bruce Williams reminded all that we will be reviewing the strategic plan initiatives in the 3<sup>rd</sup> quarter in August or September. Mark Snyder added that Jeff Randa will be providing a messaging marketing update in July or August.

**(D) USFS STAFF REPORT**

- Matt Cowan has returned from Alaska. We have another busy year underway. Our Youth Corps Crews have just started work. The Larimer County Conservation Corps currently has 7 crews and a 10-person Rocky Mountain Conservancy Crew working on the Roaring Creek Trail. We had the contractor finish the reroutes. We have a few other things to do so we will have the youth crew completing projects over the next few weeks. The Overland Mountain Bike Association is planning on having several volunteer events as well so we can have an opening in fall. We got the Rocky

Mountain Conservancy Crew crosscut certified today. We had some newly C certified PWVs come and help. Mark thanked Fred, Joan, Jane, and Mike for their help. We now have 8 C sawyers in PWV. The Rocky Mountain crew will be going into the Rawah to clear trails in a couple of weeks. We were approved for funding through the forest for a trail around the Lady Moon trail that complies with accessibility guidelines. It will be about a 2-mile loop that will include a boardwalk over some of the wet meadows. We are partnering with Wildlands Restoration Volunteers who submitted a grant with the state of CO for \$185,000 that they were awarded, and the Forest Service is matching that funding. They are hoping to have this completed by the end of the season, if not, early in 2024. We are having isolated water damage to roads and trails due to the unusually wet season, and we are addressing things as they come up. The Larimer County crew will be camped out at Jack's Gulch after they finish up on roaring creek to go into the Comanche Peak Wilderness to work on these issues.

#### **(E) SECRETARY REPORT**

- Nothing to report from Ruth Janitscheck.

#### **(F) TREASURER**

- Jim Medlock explained that in the report he released, the budget adjustment in April's meeting for Supplemental Training was not included. He announced that he has begun work on the 2024 budget. He hopes to have the budget and operational plan documents out to all the committee chairs by late August and asking for them to be back to him by the 20<sup>th</sup> of October so he can compile and distribute it to the board and advisory board by the first of November.

### **COMMITTEE REPORTS**

#### **SPRING TRAINING**

- Sean Orner spoke for Jeff Randa and announced that they have tentatively booked Spring Training for 2024 at Buckhorn for the dates of May 17-19. Jeff Randa will give a full report on 2023 Spring Training at the next board meeting he can attend.

#### **TRAILS FOR ALL**

- Carol Kennedy has contacted the city of Fort Collins Adaptive Recreation Opportunities, and it looks like we are going to have training for some of their participants on September 6<sup>th</sup>. They have all their permits for 2023 and we are looking at getting things scheduled for 2024 before the calendar year begins. Walt Grady might be able to help provide volunteers for the Lady Moon project. The Rotary club also likes to donate equipment to projects that help make the outdoors more accessible and we might want to reach out to them and ask if they're interested in being involved with the Lady Moon project.

#### **RESTORATION**

- Mark Snyder said that last weekend 10 members of the restoration crew went up North Fork Trail to do a trail reroute over an intermittent stream that had blown out the trail where it was before. They lowered it down, did 200ft of tread work, and 39ft of rock wall in 2 sections. They plan to work on a rock turnpike over a marshy area next to improve an intermittently muddy spot. The next event is a trail crew in Pingree Park June 23-25. Public restoration dates have not been set yet set, but they plan on doing one sometime in July.

## NEW BUSINESS

### **PWV ZOOM ACCOUNT**

- Bruce Williams moved to create a Zoom PWV Team as a PWV committee to manage a Zoom account for PWV. The chair of the committee appointed by the PWV Board of Directors shall be Karl Ritters. We have been using Alan Meyer's account until it expires in August. Karl has worked with other members on a protocol for use which involves reserving the account on the website and he will reach out to the requester with username and password to get them set up. The motion was seconded and passed.

### **PWV TREASURER**

- Jim Medlock moved for the approval of the variance of two budgets exceeding the 10% threshold (Operating Policy # 25). The Kick-Off Night budget by 13.6% (\$45.53) and Administration Miscellaneous Expenses budget by 173.3% (\$519.93). (Account 6211). The 2023 budget is \$400. As of May 31, 2023, the Kick-Off expenses are \$454.43 (\$45.43 or 13.6% above the budget). The increase in Kick-Off Night expenses is primarily due to increased food costs for Kick-Off Night. The Administration Miscellaneous Expenses 2023 budget was \$300. At the end of June 2023, I anticipate the Administration Miscellaneous Expenses will be \$438.42 (\$138.42 or 46.1% above the budget). The increased Administration Miscellaneous Expenses are due to the following item not being included in the 2023 budget: The purchase of 600 custom PWV stickers from Sticker Mule LLC by Jeff Randa. The cost of the stickers was \$301.68. This went into the miscellaneous budget because he and Sandy were unsure where to file this expense. Celia Walker indicated that the board did not approve this purchase. We discussed the lack of prior board and committee chair approval of the expense and if we'd like to hand these stickers out to the public or not. Bruce Williams would like the Executive Committee to work on these issues, especially a protocol for approval from the board and committee chair of an expense. Jeff Randa intended for the stickers to be shared and used among members only. Bruce Williams offered to work on a policy for the stickers. Jeff Randa did communicate that he had room in his Spring Training budget for this expense if they'd like to put it there instead, that would be ok. It was decided to pay it out of administration. The motion passed.
- Jim Medlock moved for a reimbursement of the lesser of \$100 or 50% of the purchase of a satellite communication device is available to all PWV members who have current USFS Volunteer Agreement in place and submit documentation supporting the purchase, e.g., a sales receipt or invoice providing the amount paid. Jeanne Corbin seconded. On March 19, 2015, there was discussion at the board meeting about SPOT and DeLorme inReach and a variety of other capabilities and prices as well. On June 18, 2018, the board meeting minutes contained a motion for funding SPOT or DeLorme inReach units and the motion was to rebate \$50 to PWV members who are at least in their second year of service who buy a SPOT or DeLorme inReach SE/Explorer Unit and register it with the USFS in 2015. On March 16, 2017, the board minutes stated the reimbursement amount is increased from \$50 to \$100 for Garmin inReach devices while the reimbursement for SPOT devices was to remain at \$50. Sandy Sticken remembers being told to make the rebates available to new members but could not identify when this happened. In July 2021, after completing my mentor patrols I purchased a Garmin mini inReach from REI, submitted the purchase receipt and was reimbursed \$100. We have had some experience this year of purchases of used devices that were very difficult for us to identify what they actually paid for it. Mike Corbin is in favor of offering the rebate

to first year members. Jim Branch agreed. Jim Medlock would like to have a policy in place for support and he said that Sandy Sticken checks that the requestor is an active member before processing rebates. Steve Musial suggested eliminating used items and pointed out that the used devices may not be reliable and safe. Many agreed with Steve. Celia Walker feels that it would be best to require a member to be in at least their second year to qualify for the rebate so we can make sure our money is spent wisely. Mike Corbin feels it's a safety issue to deny first year members. Sean Orner feels it would be best to allow first year members to qualify for the rebate so they can learn how to patrol and use a satellite communication device. Kevin Cannon mentioned it is a safety issue. Most folks don't want to deal with the checkout process and the rebate would allow members to benefit from the convenience of owning their own device. The motion was amended to say: "A reimbursement of the lesser of \$100 or 50% of the purchase price of a new satellite communication device is available to all active PWV members who submit documentation supporting the purchase." The motion was seconded and passed.

### **BOARD MEMBERS' RESPONSIBILITIES ON THE BOARD STARTING IMMEDIATELY AFTER THEIR ELECTION**

- Jeanne Corbin opened a discussion on an issue she's noticed. Our new board members are elected in October and immediately begin as voting board members and the budget is discussed and voted on the next month. The budget is a big discussion, and you really need to know what is being discussed to understand the budget approval process and a couple of new members indicated to her that they felt they lacked the training and knowledge required to vote confidently. In many other situations there is a time lapse from the election and the starting of the position. It would be nice if new members could attend and learn from more experienced members. Jim Medlock agrees that it was overwhelming to join the board and present the budget the next month and he feels we need to at least elect in October and become active board members in January and have the exiting board members present and approve the budget and for the Treasurer and Secretary to mirror their predecessors for a few months. Jim Branch mentioned that we spoke about this at the strategic planning meetings and suggested we could elect new members earlier in the year. Bruce Williams thinks this is an excellent idea and it's something we need to take on and are already working on. Ruth Janitscheck spoke about joining and feeling overwhelmed and inexperienced in the budget process as someone who doesn't have any board member experience. She agreed that we need to make a change and discuss further. Dan Schultejan felt comfortable joining the board and his transition was easy. Rich Cappello said it was a little difficult for him in the beginning but doesn't feel he would have benefited from an overlap. Jeanne and Ruth mentioned that they had never been on a board before and others with similar backgrounds would benefit from more support. It was agreed that Jeanne would work with the Executive Committee on this and bring a motion to the July meeting.

### **MOUNTED PATROL UPDATE**

- Rich Cappello would like to appoint a member relations position to work on improving the Stock Committee's sense of community within the organization, retention and increase the number of stock recruits we get. They use the stock clinics to get together, and check equipment and it would be helpful to have non-committee members at these events. Mark Snyder mentioned that restoration could always use help from the Stock Committee on their projects and wants to work with the Stock Committee more. Celia Walker commended Rich for the things he's done with the Stock Committee, his idea for PR helps with recruiting and integrating stock and

regular patrolling people, and the kinds of things he's done with the pack sessions. The committee is more active than she's seen in years. Rich suggested calling the committee the "Mounted Patrol" and having a packing division as part of the Mounted Patrol.

**CLOSING**

- Janet Caille called for a motion to adjourn. The motion passed.

Next Board Meeting: **July 20, 2023, 6:30 p.m.**