

MINUTES
PWV BOARD OF DIRECTORS' MEETING
Sept 21, 2017 – 6:30 – 8:15 p.m.

ATTENDANCE

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

Board Members absent: Mike Reynolds.

Advisory Board Members: Fred Allen, Sandy Erskine, Jerry Hanley, Bob Manuel, Jacques Rieux, Karl Ritters, Jim Shaklee and Mark Snyder.

PWV Members: Jim Zakely

PWV Guests: none

AGENDA. The agenda was adopted as presented with two additions.

MINUTES. The August minutes were approved.

REPORTS OF OFFICERS

A) CHAIR REPORT. Margaret Shaklee held her last **Chat with the Chair**. Celia Walker stopped by to chat about the upcoming **Committee Chair Conference** on November 11th. Margaret has sent out a survey to all Committee Chairs; approximately one-half of the Committee Chairs have signed in so far. The Conference, which will start at 9 a.m., cannot be held at the USFS office due to a CSU game that day. The tentative plan is to use the Ad Site Facility on the north side of town; a password will be needed for access. Mike Smiley talked with Margaret about the condition of trails and the number of trees and Kristy Wumkes also stopped by.

The **NWSA Wilderness Conference** will be in Russellville, Arkansas, Oct. 3-5. Margaret met with Chuck Bell, Dave Cantrell, and Randy Rasmussen about their panel presentation, "Stewardship Group's Best Fit for Wilderness and Your Community". Margaret encouraged other PWV members to attend the conference.

Margaret thanked those who attended the Celebration of Life for **Judy Christensen** on September 6. There is a generous match to the Endowment Fund going on in September to honor Judy. Margaret encouraged everyone to visit the PWV home page to read the tributes to Judy, and thanked Jerry Hanley for compiling the tributes.

The **Year-End Event** is fast approaching on Sunday, October 29. Margaret hopes that many of the Board and Advisory Board will attend. The Evite will be sent out to the membership on Monday, September 25th. The cost of the YEE at Sundance has gone up by 25%, so appetizers will be served this year instead of a full dinner.

B) CHAIR ELECT REPORT. Randy Ratliff said we have had a good response for people interested in serving on the Board. Bios of potential candidates are being received. One potential candidate, Jim Zakely attended the September meeting. Concerning **Chair Elect**, the

committee has a couple of potential candidates. The committee goal is to have a motion before the Board at the next meeting for the slate of seats. Finding a replacement for the **Treasurer** has been challenging. Bob Meyer will serve for one more year but we need to start recruiting now for this position for next year. A non-patrolling member could serve as Treasurer.

C) USFS REPORT. Kevin Cannon reported that some spikes are still being stored on the **McIntyre Trail** underneath the new puncheon, if anyone can bring them down (50 pounds). Regarding **Lion Gulch**, Kevin received word from the State (CDOT) that they are looking at redoing the stream structure for Muggins Gulch in either 2018 or 2019. They will be putting the stream back in its original course and will be putting a box culvert on one end and metal culvert on the other. **Lion Gulch** will be needed for staging. **Crown Point** is still closed, (latest word – Crownpoint is open as of 9/23). The contractor hasn't yet started the project. **Granite Ridge** work is progressing well and should be done by end of October (the trailhead at Molly Lake to junction with Molly Moon). **Young Gulch** is complete to approximately 1.8 miles up the trail, plus ¼ from the top of the trail, leaving approximately 3 miles to complete. WRV has contacted Kevin and they are looking at pursuing Mt. Margaret, Lady Moon trails after Young Gulch. Approximately 500 feet of boardwalk is needed around Lady Moon Meadow to make it handicap accessible. When asked about the status of the **Young Gulch** bridges, Kevin said he is hoping to get one bridge completed, this year, but is not optimistic.

Kevin had received an email from a PWV member about extending **Trailhead Hosting** throughout the year. Kevin asked for Board input so he could gather information to take back to the Ranger, if the Board felt the change is valid. Discussion was positive and the following motion was made and seconded.

Move that we continue the Trailhead Hosting program throughout the year, pending the Ranger's approval.

Mention was made that any Trailhead Hosting after October 1st would go on next year's stats. The motion carried.

D) TREASURER'S REPORT. Bob Meyer presented a quarterly breakdown of PWV Income and Expenses to this point. One item of note on Ordinary Income July 1 through Sept. 18 was an increase in Corporate and Non-profit Donors thanks to a donation of \$1,993.53 by the Foothills Unitarian Church. When questioned about the term Benevity, Bob explained that Benevity facilitates charitable matching funds through an employer for a PWV member donation. In this case, Benevity is from the Hewlett Packard group. The Community First Foundation donations are probably through Colorado Gives; Jerry Hanley will confirm.

Regarding the Grocery Store Donor Program, line 4104, this program and the Unitarian donation have carried PWV to date. Bob would like to see this program promoted periodically, i.e., grocer cards in the Goody Bags for next year and promoting at the YEE Annual Meeting. Bob mentioned we have yet to receive a check from Safeway.

For the Vanguard Investment Account, line 4165, PWV had a \$565.44 appreciation by the end of June and more is anticipated by the end of September. Regarding Budget to Actual expenses, Bob presented actual costs in column H and budgeted items in Column J with Over and Under in Column L, focusing on the Budget. All line items at budget or below were highlighted in green. Bob will check the budget for line 6105, Recruiting, which should be \$40.

Overspent lines have been represented in red. The YEE budgeted amount is \$4680, and not spent until after the event on October 29th. On line 7110, Hired Work Crews, \$30,000 was budgeted but no grants received. However, \$8000 was pledged for Trail Maintenance, but PWV has not yet been billed. For most line items we are at Budget or below.

Questions were generated regarding the Newsletter with a budget of \$300, which is a rollover from last year for software needed by the new Newsletter Chair. Margaret will follow up with the chair. Bob confirmed that the Endowment Grant is outside the Budget.

REPORTS OF COMMITTEES

A) ENDOWMENT FUND COMMITTEE. Jerry Hanley made an appeal for one or two new members for the Endowment Committee. Currently the committee consists of two assigned members, the Treasurer and Past Chair, and himself. Jerry will send out a note to the PWV membership also. Future discussion is needed regarding fund raising in general, the current status of the Fund Development Committee, and whether more collaboration is needed between the Endowment and Fund Development committees.

B) ADOPT-A-HIGHWAY COMMITTEE. Holly Young reported on the 2nd Adopt-A-Highway litter patrol held September 16, with 9 volunteers. PWV is assigned mile 69 to 73 on Highway 14. This area encompasses the Laramie River Road, Blue Lake parking lot, Chambers Lake entrance and the Barnes Meadow Reservoir. While the volunteers were picking up trash, Andy Leer from the Barnes Meadow Limited Liability Corporation thanked the volunteers, and asked more about PWV. Andy intends to donate to PWV. He welcomed the committee into Barnes Meadow cabin for lunch and took the volunteers on a tour. Andy's grandfather built the reservoir and owns the east end of the reservoir, while the USFS owns the west end. This reservoir drains into Chambers Lake.

When questioned about CDOT's requirement of litter pickups 3 to 4 times per year, Holly said PWV has a formal agreement because of location and seasonal issues which is satisfied by two litter pick-ups. The grand find for this litter pick-up was a Mama Mia DVD, rewarded with a Gerber multi-tool prize.

UNFINISHED BUSINESS

A) MEMBER RECOGNITION AD HOC COMMITTEE REPORT. Alan Meyer reported first on the final list of recognition categories for awards for the Year-End Event. Due to good email traffic, only one committee meeting was needed to establish categories, which can be changed from year to year. The committee focused on recognizing desired behaviors. Data will be gathered after the September 30 cutoff date.

The second topic Alan presented was the logo for the only category for which a tangible gift will be given (new members completing 6 patrols). Sandy Erskine explained that other items had been given in past years, such as knives of which a few remain and can be selected by a new member. Sandy said one proposal was a neck gaiter cooling scarf. A prototype was created and shown to the Board: a yellow scarf with cooling beads and PWV embroidered on one end and a modified PWV logo embroidered on the other for an estimated cost of \$8 per scarf. The consensus of the Board was to go with the new scarves.

The third thing Alan brought to the Board was the updated version of the Member Relations write-up for the PWV Organization Handbook. Alan explained this had been brought up before but had been tabled because the most recently updated version had not been taken into account and additional changes were needed from the Ad Hoc committee. The following motion was made and seconded.

MOVE to add updated & revised Member Relations committee write-up to PWV Organization Handbook. The write-up is as presented to the Board as part of Information Sharing for the Sept 2017 Board Meeting.

Karl Riters made a motion to amend the document under Hospitality Procedure.

Move to remove the statement "All members will be treated equally".

The motion to amend was seconded and after discussion, passed. Generally speaking the best deemed approach by the Hospitality Chair to members in need is a hand-written card.

Discussion was held regarding the Appreciate a PWV Button. An online survey has been set up that will be connected to a button on the website. The justification for this new process is to engage PWV members in the recognition process. Currently, recognition is only available through the Board.

Discussion was held on the last sentence of the write-up, regarding submitting a brief summary report of activities and expenses to the Board at the end of the year. The consensus of the Board was that each committee should be doing this. Some accountability exists between each Committee Chair and the Treasurer.

Bob Meyer made a motion to amend the document as follows:

*Move to remove the statement "**Hospitality:** Submit a brief summary report of activities and expenses to the Board at the end of the year."*

The motion to amend was seconded and passed.

Further discussion occurred on Service Awards and the appropriate increment of years for recognition. After discussion, the consensus of the Board was to continue recognizing 5 year members in addition to the longer term service awards, i.e., 10, 15, 20 years. The point was also made that the wording in the document is flexible as is and will be a future discussion point for the committee. One constraint in early years of PWV has been the lack of adequate documentation.

Final discussion yielded one more motion to amend the Hospitality Procedure.

Move to change "a card will be sent by Member Relations Chair" to "a card will be sent by the Member Relations Committee".

The motion to amend was seconded and passed.

Margaret re-read the motion.

MOVE to add updated & revised Member Relations committee write-up to PWV Organization Handbook. The write-up is as presented to the Board as part of Information Sharing for the Sept 2017 Board Meeting as amended.

After no further discussion, the motion passed.

NEW BUSINESS

VOLUNTEERING WITHIN PWV. Jim Shaklee started the discussion on volunteering in PWV, stating that PWV is an organization largely driven by a small percentage of its members. This pattern may be typical of all volunteer organizations but makes it a challenge for all organizations.

Much discussion ensued with some basic points made as follows:

- Volunteering in such a big organization can be daunting
- Long-range planning on the PWV calendar would be helpful; major events need to be on the calendar preferably a year ahead
- Affiliation meetings would be a good forum to ask for volunteers, i.e. for helping to stain Arrowhead Lodge
- Kick-Off Night, Spring Training and the Year-End Event provide excellent opportunities to encourage new members to (a) do 6 patrols and (b) ensure the organization continues i.e., serving on committees, ongoing or Ad Hoc
- Kevin currently encourages this kind of participation at new member interviews
- Committee Chair Conference should help determine the needs of the committees; what work needs to be done; then a job fair will be held
- Younger, working members have limited time constraints and aren't always able to volunteer on committees
- A discussion on this topic should be hosted at the Year-End Event
- Many times 6 patrols are mentioned in PWV, but not committee service
- Quarterly Newsletter would be a good forum for talking about needs also
- Mentor patrols would also be a good place to bring up PWV opportunities/needs
- New members don't always know how to be involved
- We may need to shift how we recruit, focusing more on service in the organization
- One issue is asking people to volunteer and then not using them
- An Online Volunteer Bulletin Board, an ongoing Calendar of Needs would be an effective way to list needs of the organization and solicit volunteers.

The point was made that while we are a volunteer organization, at some point we may need an Executive Director. Discussion concluded.

The Meeting adjourned at 8:15 p.m.

Janet Caille, Secretary

Next Board Meeting: **October 19, 2017 6:30 p.m.**