

MINUTES
PWV BOARD OF DIRECTORS' MEETING
November 15, 2012 – 6:30 p.m.

ATTENDANCE

Board Members present: Archy Archuleta, Kathy Burgess, Judy Christensen, Mike Corbin, Sandy Erskine, David Fanning, Jerry Hanley, Bob Manuel, Meg Parmer, Karl Ritters, Cathy Trout and Kevin Cannon (*USFS*).

Board Members absent: Richard Clopper, Martha Shepard.

Advisory Board members present: Fred Allen, Chuck Bell, Bob Hansen, Jacques Rieux, Margaret Shaklee, Garin VanDeMark.

PWV members present: Jim Shaklee, Jacque Amweg, Mindy Cooper.

AGENDA. The agenda was accepted.

MINUTES. The October minutes were accepted as presented.

REPORTS OF OFFICERS.

A) CHAIR BOB MANUEL. Bob welcomed the members. He plans to conduct meetings much the same way as the Past Chair, using Robert's Rules. He will continue with the committee appointments and work with the Executive Board, and welcomes active participation, inviting members to talk with him on any matter. Mindy Cooper will chair Spring Training, and one of her big concerns is member retention. We will continue Supplemental Training and the restoration work, starting with Young Gulch and continuing on Grey Rock and Hewlett Gulch.

B) LIAISON KEVIN CANNON. Kevin handed out the **2013 PWV meeting schedule** for the conference room; and invited all members to review it and let him know immediately of additions to the schedule. Jim Shaklee added weed crew training for June 4. Kevin announced **he will no longer be posting members' times for Board meetings (non-trail activity); and we should remember to put our own times down starting immediately.** He mentioned there is so much going on with the Forest Service on restoration, etc. that it was too much to cover here. Regarding **radios and SPOT units**, the most in use at any one time were 6 radios and 7 SPOT units; and Kevin plans to drop 3 SPOT units so we have only 10, which seems more than adequate. He plans to give the extras to PWV for sale/distribution to members. Soon the **Volunteer Agreements** will be sent out, and they should be returned to Kevin with the *original* signatures. Kevin will be on vacation until November 28.

C) TREASURER REPORT. Judy Christensen had Emailed to Board members her most current report, and the profit and loss statement was shown on overhead. She is still learning the system, and stated little has changed since the prior report given to Board members. Total checking/savings total \$52,366.50. She mentioned moving a CD that will be due shortly to our current bank, and will get Gene Packer (past treasurer) to sign off on that.

REPORTS OF COMMITTEES.

A) FINANCE COMMITTEE. Margaret Shaklee reported the Committee reviewed the budgets submitted by the Committee Chairs; and the total budget is \$28,858.74. The Committee would like the Board to approve and prioritize the Restoration and Winter patrol essential and non-essential budget items. **The Committee requested that budgets for (1) Winter Patrol be “high” on the non-essential list and (2) Restoration be on the essential list; and all members approved the requests.** The Committee recognizes the need to budget in 2013 for the new edition of the Field & Trail Guide “public version” to coincide with the 50th Anniversary of the Wilderness Act in 2014 and the need for an ad hoc committee and chair to head this effort. (See “Trail Guide Committee” below.) There was discussion on committee budgets, including those for LNT and National Wilderness Stewardship Alliance.

The Committee welcomes concerns and ideas on any of these budget matters. The Committee plans to have the budget firmed up and voted on next month. There was much discussion about the percentage of administrative expenses in the budget and a consensus that many of these items are more appropriately operating expenses, suggesting that our administrative costs are nearly non-existent in that we have no salaries, rent, auto expense, etc. because these expenses are “donated” by our volunteers. It is important in securing donations that we reflect, rightfully, that administrative expenses are a small percentage of the whole budget.

Treasurer Judy Christensen noted we have Field Guides in a storage unit, and she will put a clipboard there so that anyone taking from the supply should note what is taken so she is able to track this inventory.

B) ANNUAL PWV CALENDAR. Jerry Hanley started a calendar of key **2013** PWV dates and events, with persons responsible for each event; and will put the calendar on the website. The dates, events and responsible persons to date are:

Jan 22	New recruit open house (Ken Thielen and Jerry Hanley)
Mar 16	First day of interviews (Kevin Cannon, chair)
Mar 23	Second day of interviews (Kevin Cannon, chair)
May 1	New recruit Kick-Off Night (Frank Schwende, chair)
May 17-19	Spring Training (Mindy Cooper, chair)
6:30 p.m.	Every 3 rd Thursday, <i>except May</i> , Board meetings (Bob Manuel, chair)
6:30 p.m.	2nd Wednesday monthly, <i>except July, August, September</i> , Affiliation Gatherings, (Bob Hansen, chair)
Oct 20	Year-End Event and Annual Meeting (Bob Manuel, Jerry Hanley)

C) OPERATIONS HANDBOOK COMMITTEE. Mike Corbin will contact the committees to get updates for the Handbook.

D) TRAIL GUIDE COMMITTEE. There was much discussion about this onerous task, as well as the need to find a chair and members; the need to get started soon, thoughts about whether to expand the publication, color, maps, costs. Bob Manuel will send a mass Email to Board in an attempt to find suitable members to handle the project. It was noted the project will take about 18 months to conclude. This Trail Guide “public version” is planned for the 50th Anniversary of the Wilderness Act of 2014.

E) SUPPLEMENTAL TRAINING COMMITTEE. Archy Archuleta resigned as Chair of this Committee.

UNFINISHED BUSINESS.

A) REVIEW OF YEAR-END EVENT & ANNUAL MEETING. Bob Manuel reported he had received good comments on the food, presentation and location. He noted that in 2009 and 2010, we had about 200 attendees, but currently about 125 attendees. Board members expressed various thoughts on the drop in numbers, mainly suggesting the length of time spent on the budget and annual meeting. Bob reported there was a real problem with the video system, right up to minutes before the start of the event. He discussed this with the owners, and suggested to the members, if that were not remedied, we would look for another venue for 2013.

NEW BUSINESS.

A) SURVEYS & QUESTIONNAIRES COMMITTEE. Margaret Shaklee suggested a name change for this Committee to more accurately reflect its purpose. **A motion was made, seconded and carried:**

Move this Committee be renamed SURVEYS & EVALUATIONS COMMITTEE.

B) SUPPLEMENTAL TRAINING PRESENTATIONS. It was suggested that PWV training classes are good outreach and recruiting tools, and the question posed was whether we should invite the public to attend. After talking with legal counsel, Bob Manuel explained there is little, if any, liability on our part in allowing the public to attend the classroom sessions. As to the field sessions, if the public were to attend, we could require waivers, as we do with Kids in Nature. Some of our classes are held at the public library and, by law, any citizen may attend in that venue. Margaret Shaklee made the following **motion, which was seconded and carried:**

*PWV supplemental training **classroom** sessions are provided for its members, and, if space is available, to guests of members and interested general public.*

*PWV limits any supplemental training **field** sessions to ONLY PWV members due to liability concerns.*

C) PWV POUUDRE TRAILS NEWSLETTER. Margaret Shaklee presented the idea of producing *Poudre Trails* by “eNewsletter”, suggesting possibly having 4 different individuals or groups throughout the year, each to handle one quarterly newsletter. A motion may be presented at next month’s meeting.

D) APPOINTMENT OF NEW COMMITTEE CHAIRS. Chair Bob Manuel suggested the following appointments. **A motion was made, seconded and carried** as follows:

<u>Chair</u>	<u>Committee</u>
Jerry Hanley	ANNUAL CALENDAR
Richard Clopper	INVENTORY
Mindy Cooper	SPRING TRAINING
David Fanning	SUPPLEMENTAL TRAINING
Bob Manuel/Jerry Hanley	YEAR-END EVENT & ANNUAL MEETING
Mike Corbin	OPERATIONS HANDBOOK
(Chair needed)	TRAIL GUIDE ad hoc COMMITTEE

E) MEMBER AT LARGE (Executive Committee). **A motion was made, seconded and carried** to name DAVID FANNING, as Member at Large, who sits on the Executive Committee. (See December 2012 minutes “Unfinished business”.)

The meeting adjourned at 8:45 pm.

Meg K. Parmer, Secretary

Next Board Meeting: **December 20, 2012, 6:30 p.m.**

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