

MINUTES
PWV BOARD OF DIRECTORS' MEETING
January 21, 2016 – 6:30 p.m.

ATTENDANCE

Board Members: Gerry Cashman, Mike Corbin, Jim Greuel, Judy Jacks, Alan Meyer, Wendy Nicastle, Meg Parmer, Margaret Shaklee, Daryl Smith, and Kevin Cannon (USFS Liaison).

Board Members absent: Shannon Keigan, Jamie McCue, Bob Meyer, and Mike Smith.

Advisory Board Members: Sandy Erskine, Jacques Rieux, Jim Shaklee, and Mark Snyder.

PWV Members: Celia Walker, Jean Routon, and Bob Routon.

AGENDA. The agenda was adopted as presented.

MINUTES. The December Board minutes were approved.

REPORTS OF OFFICERS.

A) CHAIR ALAN MEYER. Alan Meyer will be out of state from 1/23 until 2/16, but will have sporadic email access during that time. Mike Corbin and Alan met with Maelly Oropeza, in charge of the **Larimer County Work Crew**, to schedule two weeks of work, depending on the grant. They requested the same crew that worked on restoration in 2015. In the absence of Jerry Hanley, Mike Corbin, Margaret Shaklee, and Alan Meyer met on the **Strategic Plan**, and things are moving forward. **February Board meeting:** In spite of some concern as to where the Board would meet in February, the meeting will be held at USFS, as usual. There were some really excellent articles in the *Coloradoan* and the *North Forty News* about the activities of PWV and other volunteer groups in Larimer County, thanks to the work of Celia Walker. *KUNC* is interested in holding interviews with Celia on its “Get Involved” series, giving us up to 20 2-minute features. Celia, and PWV and USFS representatives will be meeting next week to inform *KUNC* about PWV, what it does, how it operates, etc. The **Colorado Non-Profit Association** has its 30th anniversary party coming up, and has invited PWV. Alan will be out of state, but passed this to Margaret Shaklee so she may do what she feels best. The attendance cost is \$65.

B) USFS REPORT. Kevin Cannon is hopeful the **North Fork** trail will be finished this year. WRV is leading the restoration on **Young Gulch**, and will start with training work crews. **Volunteer Agreements** are on line. Members should review the affirmation questions on the back side of the form, and assure the questions are completed prior to signing and returning to Kevin. **Re-certification training** will be held for volunteers who saw trees and drive trucks for wilderness restoration.

C) TREASURER'S REPORT. Bob Meyer could not be present, but had previously emailed preliminary financial statements to members. The statements were shown on slides, and Alan Meyer did an overview and answered questions. The cash on hand was down due to some of those funds being moved to the operating reserve account.

REPORTS OF COMMITTEES.

A) FUND DEVELOPMENT. Judy Jacks expressed that fund-raising efforts were worthwhile for both the endowment and general funds. She encouraged members to continue to reload their grocery cards. Safeway cards are coming soon. Pour Brothers wants PWV to repeat its fund raising efforts again this fall. Judy has submitted a \$7000 grant to Clif Bars; and two other grants are pending. We plan to utilize Facebook more. We will let donors know how we have spent their donations. **A motion was made, seconded and passed unanimously, as follows:**

MOVE that SHANNON KEIGAN serve as Co-Chair of the Fund Development Committee.

B) RECRUITING COMMITTEE. Recruiting Chair Celia Walker explained her plans for recruiting, expressing it would be helpful to know why people join and where they learn about PWV. She put forth lots of ideas on getting more PWV recognition, contacts she may pursue, putting out posters, etc. Entities or places she has or is targeting are Rocky Mountain National Park, KUNC, Red Feather Lakes, Loveland, Greeley, Wellington; and specifically where stock and outdoors' people may congregate; and even look into the Hispanic community. She wants to learn more about retention, and is considering exit and satisfaction surveys. Jim Shaklee shed some light on the results of an exit survey done some years previously. There was plenty of discussion on retention, and the fact that it may be high because of the many life changes members experience--graduating from college, job changes, members' children, health conditions, etc. There was discussion as to an ideal total membership, the number of recruits advisable to train each year, and how those numbers impact our ability to operate effectively. Alan Meyer felt training 64 new recruits each year was ideal, with total membership at about 300, and expressed how he felt the organization operates best at those levels.

C) STRATEGIC PLANNING. Alan Meyer reported in Jerry Hanley's absence. The committee meets regularly, and has a 3-year plan established. The Board will track some matters--retention, getting patrols in, etc. The committee will survey the top 6 to 8 metrics to track, and get that information to the Board. The various PWV committees will establish their 3-year plans; and the committee will update the Board on that.

D) ORGANIZATION HANDBOOK. Mike Corbin reviewed the handbook for updates of committees where job descriptions changed. Fund Development, Treasurer, and Budget are being updated; and Mike is updating Year-End Event and Spring Training. As well, some committees need to be retired.

E) SPRING TRAINING. Alan Meyer reported that Dave Cantrell (who usually brings in participating groups for Spring Training) will not be in attendance this year, but that we may still have interns this year. Spring Training interview dates will be held April 9 and 23.

F) WEBSITE UPGRADE. Alan Meyer reported the webteam will use its grant in 2016. Kirk Sticken, Fred Sprague, and Alan are working to implement a single sign-on process for members to both sites, and hope to complete it by the end of summer.

UNFINISHED BUSINESS.

A) EQUIPMENT CHECKOUT. Margaret Shaklee reported she and Mike Smith are developing a process for reserving radios, SPOT and GPS units on the PWV.org website; replacing the email process. Notification of available equipment, pick up, and drop off of items remains the same. The new process will enable the office crew to view summary data, track peak usage, determine availability of equipment, and help with office staffing. We are beta testing the process with winter patrollers.

B) SUPPLEMENTAL TRAINING.

C) MENTOR PROGRAM. Mike Smith chairs these two committees; and will be out of town for some months. The committee members may act as co-chairs or may just fill in. Mike will work remotely with them while on the road. **A motion was made, seconded and unanimously passed, as follows:**

*MOVE that DALE GRIT and KEN KLOPFENSTEIN
serve as Co-Chairs of the Mentor Program.*

D) PUBLIC FIELD GUIDE COMMITTEES. Alan Meyer explained the current status of these committees; and Jacques Rieux, who has been in charge of the sale of these Guides, gave an update on slowing sales, expressing that these *related committees* are unnecessary. **Two separate motions were made, seconded, and passed unanimously, as follows:**

*MOVE the Public Field & Trail Guide Sales Committee be
removed from the active list of PWV committees.*

*MOVE the PWV Field & Trail Guide (new edition) Committee
be removed from the active list of PWV committees.*

NEW BUSINESS.

A) ARROWHEAD LODGE SURVEY. Celia Walker inquired about using one of the cabins at the Forest Service's Arrowhead Lodge for overnight stay by PWV members who plan to spend two days patrolling in areas near the pass in Poudre Canyon; and converting a cabin into a hostel of sorts. There were lots of ideas put forth, including the poor and unsanitary condition of the one cabin thought to be useful, which is now filled with Forest Service equipment. Kevin Cannon noted there are restrictions on use of the cabin; and will check the contractual provisions that apply. Kevin will report at next month's meeting on what he learns.

B) PRIVACY OF PWV DONOR INFORMATION. Mike Corbin explained the need for a policy to keep donor information confidential, unless otherwise desired. A motion was initially made that did not include "PWV bookkeeper". **The amended motion was made, seconded, and unanimously passed, as follows:**

MOVE that for donations to PWV for Operations or Endowment, the names of individual donors will not be distributed to the public, or internally to PWV members, without the donor's permission. The PWV bookkeeper and appropriate committees will have access, as needed, for their functions.

C) HOSPITALITY COMMITTEE. Alan Meyer reported this committee has been mostly inactive for some time; and that Jan Creager has performed the work necessary, that of sending cards and/or flowers to members who have been injured, hospitalized, or passed away. It was felt that a committee may not be necessary for these tasks. There was some discussion; and the matter will be revisited at a subsequent meeting.

Meeting adjourned at 8:35 p.m.

Meg K. Parmer, Secretary

Next Board Meeting: **February 18, 2016, 6:30 p.m.**