

**MINUTES**  
**PWV BOARD OF DIRECTORS' MEETING**  
**February 16, 2017 - 6:30 p.m.**

**ATTENDANCE**

**Board Members:** Gerry Cashman, Jeff Dean, Jim Greuel, Judy Jacks, Shannon Keigan, Alan Meyer, Bob Meyer, Mike Reynolds, Margaret Shaklee, Celia Walker, Holly Young, and Kevin Cannon (USFS Liaison).

**Board Members absent:** Janet Caille and Wendy Nicastle.

**Advisory Board Members:** Fred Allen, Mike Corbin, Sandy Erskine, Jerry Hanley, Bob Manuel, Meg Parmer, Jacques Rieux, Karl Ritters, Mike Smith, and Jim Shaklee.

**PWV Members:** Jeanne Corbin, Randy Ratliff, Linda Reiter, Liz Manes-Ruhl, and Ashley Saveland.

**PWV Guests:** None.

**AGENDA.** The agenda was accepted.

**MINUTES.** The January 2017 minutes were approved.

**REPORTS OF OFFICERS**

**A) CHAIR REPORT.** Margaret Shaklee introduced Randy Ratliff, who is a candidate for the Board and for Chair Elect. His biography had been previously sent to all board members. In his absence, Board members had the opportunity to comment on his qualifications and to cast their votes as to both positions for Randy. **Motions were made, seconded, and passed,** as follows:

*MOVE to elect RANDY RATLIFF to the Board of Directors; and  
MOVE to elect RANDY RATLIFF as Chair Elect for 2017.*

**Thank you** to the Board, Advisory Board, and Committee Chairs for working so hard these past months. Collaboration and coordination among the different parts of PWV continues to amaze me! You all make my job as PWV Chair a pleasure. **Recent Meetings with Committee Chairs:** Patrol Gear, Supplemental Training, Web Team, Off Trail, Public Outreach, as per my plan to review committee responses to Handbook, Strategic Plans, Purpose Statements, Chair searches, etc. **Chat with the Chair:** February 4 cancelled because of icy road conditions; February 13 visited tables at Affiliation Gathering to answer questions. **Recruiting:** We have 37 applications so far; held the first PWV preview on February 9. **Recertification:** Sent out the invitation to recertify to the first 40. We have 21 responses so far; some will recertify in 2017, some will defer to 2018, two have left PWV. Once we have heard from the other 19, we will go to the next list to continue to fill the 40 slots. I am looking for a replacement for the Recertification chair since the current committee chair is resigning. **Public Outreach:** Mike Reynolds, Janet Caille, and I successfully presented about PWV to the Pole Mountain Group near Cheyenne, WY.

**B) USFS REPORT.** Kevin Cannon mentioned the Sawtooth NF in Idaho likes our patrolling website, and is interested to know more on it. Kevin referred the matter to Joan Kauth. Kevin is working on **GPS trails** from 2016, and is getting help from a CSU student. He noted the **major street work taking place on Prospect Street**, starting at College and moving east for 2 blocks. It would be helpful when we mention this to those we know who might travel through that area to get to the USFS office. Parts of that area will be closed at least 3 months, with expected completion in 5 months. **Pawnee Buttes:** There is a concern voiced by PWV about shooting in the area. The shooting range is on the western portion of the grassland and Pawnee Buttes is on the eastern portion. The Pawnee Buttes is quite a bit farther than most people want to drive to for shooting. Some shooting occurs just off the road before the trailhead (south midway down in a gully). Have not seen this area used for some time. The Forest Service does occasional patrols, but just be careful if you drive and see people shooting there. Kevin is working on a lot of projects.

**C) TREASURER'S REPORT.** Treasurer Bob Meyer showed his report on overhead and which was previously sent to all Board members. He went over the income statement; and noted we received \$318.00 from grocery cards in December 2016. On the balance sheet, he made a 12-month comparison between 1/31/2016 and 1/31/2017, where we are up by \$7000.00. Operating account is \$25,693.00. The 2017 budget is \$22,000.00, and we have \$25,000.00 in the bank. We are in good shape. Endowment Fund is at \$61,987.00. **Website Grant funds.** Alan Meyer mentioned the website job was completed, thanks to Karl Ritters; and we have now used the funds.

### **REPORTS OF COMMITTEES**

**A) ENDOWMENT COMMITTEE.** Jerry Hanley reviewed the grant process, reminding in April 2015 we partnered with the Community Foundation, which serves as our financial manager. We can distribute up to 4.5% of principal annually. We have \$1800.00 now available for grants, by specific request. He plans to send a notice to all PWV members describing the process and how to complete a grant request. The grant application deadline is March 15, 2017. On April 20, the Endowment Committee will make its recommendations to the PWV Board on grants totaling no more than \$1800.00. On April 21, we will pay the grant/grants. At year-end, reports will be due to the Endowment Committee. Grant money must be used by year-end or returned. When Endowment funds are withdrawn, they will be deposited into a restricted PWV account and paid as receipts are received. We will continue to maintain \$50,000.00 of principal in the Endowment Fund. Jerry showed the Endowment request form on overhead, and explained various sections. Discussion and comments followed, one being whether a PWV committee that needs funds beyond its budget applies to the Board or the Endowment fund. Fred Allen suggested the committee should apply to the Board first, noting that some committees have excess funds in their budgets. Judy Jacks suggested the request form include "start" and "end" dates of the project. **A motion was made, seconded, and passed,** as follows:

*MOVE the Endowment Committee move forward with the proposal presented.*

**B) TRAIL PATROLLING COMMITTEE--TRAILHEAD HOST PROPOSAL.** Jeanne Corbin explained the need for changes to this sub-Committee in the Organization Handbook, Trailhead Host (part of the Trail Patrolling Committee). The proposed changes to the "purpose"

and “procedure” sections were previously sent to the Board members. Discussion followed. One such discussion concerned the number of hours required, and we were reminded it would be same as for a patrol. Under the “purpose” section of the proposal, it was suggested Nos. 1 and 2 be reversed. A **Motion was made, seconded, and passed**, as follows:

*MOVE to approve the “purpose” and “procedures” for Trailhead Host in the PWV Organization Handbook.*

**C) KICK OFF NIGHT.** Linda Reiter proposed that KON topic “ethics” be changed to more specifically explain how to present yourself on the trail. Some discussion followed. A **motion was made, seconded, and passed**, as follows:

*MOVE to change the topic for one of the KICK-OFF NIGHT presentations to “PWV MEMBERS AS USFS REPRESENTATIVES”.*

**D) RECRUITING.** Celia Walker gave a quick explanation on the First Year Member Survey, mainly on recruiting and retention, i.e., whether a member stays in PWV and why, what’s their first year’s experience, expectations, committee where you would like to serve, etc. She asked to email your questions and suggestions to her on the survey.

**E) STOCK COMMITTEE.** Sandy Erskine reported on the equine workshop held on February 4, 2017, at Budweiser Events Center, with 68 people attending. She invited members from the NC Back Country Horsemen’s Assn, Larimer County Horsemen’s Assn, and Mountain Region Endurance Riders. We held sections on trailer safety/maintenance, conditioning your horse for the trail, equine chiropractic, had a natural hoof care practitioner, and a yoga session. Two or 3 riders expressed interest in joining PWV. The Committee received positive feedback, and plans to hold the workshop next year.

## **UNFINISHED BUSINESS**

**A) FIELD GUIDE.** Mike Corbin explained the proposed changes to the Field Guide, going back to the former, standard type, and why; stating many changes have already been implemented. More changes will be made next year. He would like to have the Guide printed prior to Kick-Off Night; and sought input on how many copies to print, suggesting the cost would be \$5 or \$6 per copy. It contains 237 pages. It was suggested we should print 120 copies for use this year. A **motion was made, seconded and passed**, as follows:

*MOVE to change the name of the Field Guide to TRAINING MANUAL, and approve the Training Manual for publication for 2017.*

**B) LEAVE NO TRACE COMMITTEE.** Jim Greuel had previously sent to the Board his proposal for changes to the LNT trailing patrols, showed the changes on overhead, and explained some of the LNT principles. Some discussion followed. A **motion was made, seconded, and passed**, as follows:

*MOVE that Leave No Trace training patrols will be conducted on a trial basis during the 2017 patrolling season. The patrols will be led by PWV members who have graduated from an LNT Trainer or Master Educator course. A survey of participants will be conducted to determine the patrols' effectiveness and to collect ideas for improvement. With the survey results, the LNT Committee and PWV Board of Directors will decide whether the program should continue.*

## **NEW BUSINESS**

**A) FUND DEVELOPMENT CHAIR.** Current Fund Development Chair Shannon Keigan has resigned this position because of increased duties in her day job; and she has recommended Ashley Saveland--as did Judy Jacks--to replace her. Ashley told the meeting a little about herself, and her desire to serve as Chair. A **motion was made, seconded, and passed**, as follows:

*MOVE to appoint ASHLEY SAVELAND as Fund Development Chair.*

**B) RECERTIFICATION COMMITTEE.** Margaret Shaklee explained the need for this Committee to work with the Stock Committee to review the PWV Stock Evaluation format to align it with current USFS guidelines; and to develop a similar stock recertification program for the 2018 season. A **motion was made, seconded, and passed**, as follows:

*MOVE to form an ad hoc Stock Evaluation/Recertification work group.*

Meeting adjourned at 8:30 p.m.

*Meg K. Parmer*, Secretary

Next Board Meeting: **March 16, 2017, 6:30 p.m.**