

**MINUTES**  
**PWV BOARD OF DIRECTORS' MEETING**  
**June 21, 2018 – 6:30 – 8:40 p.m.**

**ATTENDANCE**

**Board Members:** Janet Caille, Jeff Dean, Jim Greuel, Jack Morgan, Randy Ratliff, Linda Reiter, Mike Reynolds, Margaret Shaklee, Celia Walker, Holly Young, Jim Zakely, and Kevin Cannon (USFS Liaison).

**Board Members absent:** Tom Adams, Elaine Green and Bob Meyer.

**Advisory Board Members:** Fred Allen, Dave Cantrell, Jerry Hanley, Alan Meyer, Karl Ritters, Jim Shaklee, Mark Snyder and Mike Smith.

**PWV Members:** Peter Skiba.

**PWV Guests:** None.

**AGENDA.** The agenda was adopted.

**MINUTES.** The April minutes were approved as amended.

**REPORTS OF OFFICERS**

**A) CHAIR REPORT.** Randy Ratliff recognized Janet Caille with a PWV hat and Certificate of Appreciation for her work as secretary and for taking the lead to write the recently received NWSA WSP grant for video equipment and LNT education.

**USFS REGULATIONS FOR TRAIL MAINTENANCE AND CLEARING.** Randy asked Kevin Cannon to speak to this issue. Kevin said that when doing trail maintenance one is supposed to have a hard hat, gloves, long pants, long sleeves, and eye protection. If on patrol, a hard hat isn't required. For trail crews and anyone going out on restoration, hard hats and all equipment are required. The USFS has plenty of hard hats. Per Kevin, if a worker is not wearing a hard hat, and a tree falls on them, the worker is not covered under the insurance policy.

**SUPPLEMENTAL TRAINING COMMITTEE CO-CHAIR.** Randy had received a call from Supplemental Training Chair Jackie Picard about the challenge of finding additional committee members. Jackie recently sent an email making an appeal to the PWV membership, receiving only one response. Much of Jackie's time has been spent working with Spring Training instructors. Jackie has good ideas and would like input from the Board. Celia Walker mentioned two new members who might be interested potentially, Laura Pool and Janis Kloster. Linda Reiter volunteered to talk to Jackie about assisting her. As a past Chair of this committee, Mike Smith said the committee does take a lot of work and help is needed. The suggestion was also made that an off-trail person could perhaps assist.

**NEWSLETTER CHAIR CANDIDATE.** Randy said that Mark Snyder has agreed to be the Poudre Trails and monthly newsletter Chair. Mark realized we have been bombarded with emails recently and much of this news would be better in a newsletter form. Updates would be better on the website. Then the newsletter, containing a paragraph with some information and "click here for more information" could be included. Mark brought several newsletters from the

website as examples. This simple email newsletter could be sent out weekly or monthly with the Poudre Trails Newsletter to be published twice a year. Mark's partner is Caitlin Zacharias but she won't begin full time until August. Mark needs someone more technical to help with the format of the newsletter. Mark sees his role as the 'rustler' of the articles, and Caitlin, a graphic designer, will be the technical support. Fred Allen mentioned that perhaps Gail Blinde, who has helped us in the past, might be willing to assist with the Poudre Trails Newsletter. When Gail was involved, the Newsletter was put on the website and the membership received an email telling how to access and print out. Additionally the Newsletter has been sent to potential donors. The Forest Service has an internal online newsletter that is basically links to the web page. This format is what Mark intends to begin. The following motion was made, seconded and passed.

*Move to approve Mark Snyder as Newsletter Chair.*

A Poudre Trails Newsletter is needed in October.

**TRAIL CREW LEADER.** Randy said Bob Manuel is unable to fulfill this position this year due to family health constraints. Randy had reached out to Wil Biddle to serve as Chair but Wil does not currently have the time. Joan Kauth is currently doing the work of Chair. Bob currently has not signed the Volunteer Agreement but it's hoped he may be back in PWV next year. Several names were suggested but no consensus achieved. Randy said he can approach Bob with the idea of being the Chair next year. Around budget time, the Chair will be needed. For now, the position is officially vacant and Bob's name will be removed from receiving website messages, emails.

**MEMBER RELATIONS CHAIR.** Randy said Jan Creager's role in Hospitality has been to send cards as appropriate. Per a previous meeting, Jan feels she was limited by the Board to only sending cards, and she feels this is a mistake. Jan believes certain circumstances merit something more and would like a line item amount in the budget. Part of the Member Relations committee is end of year recognition which does have a line item for the merged Member Relations/Hospitality committee. Adding funds for flowers shouldn't be difficult. Sandy Erskine was the Chair of this committee, but the position is currently vacant. Alan Meyer mentioned that a large function of the committee is to identify the awards for the end of the year. Randy has mentioned this to Jan and will meet with Jan soon. Calculation of Service pin awards was also mentioned. Randy hopes to have more on this subject to present next month.

**RIST CANYON VOLUNTEER FIRE DEPARTMENT ANNUAL MOUNTAIN FESTIVAL (SEPTEMBER 8, 10-4).** PWV was invited to have a booth at this event. Randy spoke to Margaret Shaklee, who indicated we have had a booth at this event in the past. The question is whether there is a value for PWV in doing this. Margaret mentioned that when PWV had a booth at the Rist Canyon event, PWV was also active at the New West Fest. The New West Fest was a better place for PWV to recruit, so the Rist Canyon event fell by the wayside. Now, however, a lot more people are moving into Rist Canyon. Public Outreach Co-Chair, Mike Reynolds, said Kasha Karol wasn't sure of the value for PWV. Public Outreach has been trying to streamline the tent setup for events. Mike asked the Board for input. Almost every activity we do has value. It was mentioned that Mark McCracken is a member of the Rist Volunteer Fire Department. Mike will contact the Rist Canyon folks and see if he can get it set up. The event has been moved to the weekend after Labor Day.

**B) PAST CHAIR REPORT.** Margaret Shaklee held a debrief meeting with the Spring Training Team Leaders after Spring Training. The general consensus was the rain was challenging but Spring Training went well. Margaret read the following statement.

*“PWVs enjoyed another Spring Training in spite of the rainy weekend. The food was fabulous; the training trail was as good as ever; the trainings for returning members were outstanding. We recruited a great new class of 40 patrolling members. Five people also joined PWV as non-patrolling members but did not attend Spring Training. Twenty-six PWVs completed their recertification requirements. Graduation was a success! Our newest members felt welcomed. We were privileged to show off PWVs’ finest to 16 guests from around Colorado and from as far away as Montana. Over 120 people attended this year’s events and trainings.*

*George Wallace gave us a lot to think about with his presentation Saturday evening on using Authority of the Resource Technique in our daily lives. As usual Mark Rosoff engaged us in the elements of Basic First Aid.*

*Parking volunteers, registrars, and ambassadors directed us to our parking places, checked us in, and showed us to our campsites. Patrol Gear team saw that we were outfitted for the weekend training trail and our upcoming patrols. Animal Group Leaders guided us through the various trainings and meetings. Food Crew fed us fantastic meals—Friday night’s chili was rated very high in the evaluations—and provided us with plenty of hot drinks to keep us warm. Photo/Video crew discretely recorded the activities throughout the weekend with courtesy & professionalism and made sure that all of the animal groups and new members were photographed. Supplemental Training saw to it that our returning members had plenty of classes to attend on Map & Compass, GPS, Weather Safety, Plant ID, LNT, Tracks & Scats, Yoga, Ki-Aikido.*

*Problems? Rain, rain, and more rain... Volunteers not showing up as they had promised—probably because of the rain; lots of RVs to manage and keep from getting stuck in the mud; folks leaving early because they weren’t feeling well but not passing on adequate instructions for those left behind; no lights in the latrines. Was there ever enough time for the AGLs to meet with their members? Oh, and did any RECERTS get their pins?*

*It was an exciting, exhilarating, event full of questions and chaos and learning and fun! Thank you to all who made Spring Training happen, by your hard work, your participation, and your enthusiasm.*

*Now, who wants to accept the honor and privilege of being next year’s Spring Training chair?”*

Editor’s note: In addition to those completing recertification, 16 Animal Group Leaders also satisfied recertification requirements.

**2019 SPRING TRAINING CHAIR.** Margaret isn’t volunteering to be the Chair again, but said it was a very rewarding experience. Margaret is working on a task list for next year’s Chair.

**DATE FOR 2019 SPRING TRAINING.** Margaret said the date for 2019 would depend on location. Jeff Dean had done some research last year about using Buckhorn Camp. Janet Caille

and Fred Sprague have both volunteered to do additional leg work. Other suggestions were: the YMCA at Estes, CSUs Pingree Park, Mountain Park, Jack's Gulch, and having the Training Trail on a public trail with ceremonies at a local church. Buckhorn would be a nice facility if it's available; much has been rebuilt since the fire. Kevin said that it's not easy to close an existing trail. When Jack's Gulch was used, PWV had a training trail that wasn't a system trail. Pingree Park could potentially be inaccessible if too early in the season. Mountain Park might not have water, depending on the weekend. Jeff Dean mentioned we've had weather issues for 3 of the past 5 years. Jeff had proposed PWV's helping to clean and open the Buckhorn Camp to secure a discount. Per Kevin, Kreutzer nature trail might be able to be used, but horses wouldn't be allowed. Fred Allen has come up with calculations of man-hours spent on Spring Training and the amount is monumental, equivalent to 40-60 patrols. An ideal weekend would be to hold training the weekend after Memorial Day. Jerry Hanley asked if anyone has been looking at restructuring Spring Training. This could potentially have impact on location.

The consensus was to book the cub scout camp, so we have a place for next year. If we should happen to find another location, we could go ahead and cleanup the camp and still hold training in another location. The comparable weekend in 2019 will be May 17-19. It would be nice to have the 2019 Spring Training Chair identified and to have that person drive the process.

Fred Allen explained issues that would make Ben Delatour not a good choice. The layout isn't conducive for PWV. Jeff Dean will be Chair of the ad hoc committee with the following committee members: Fred Allen, Margaret Shaklee, Fred Sprague and Janet Caille. Randy asked to have this brought back next month for discussion.

**C) CHAIR ELECT.** Tom Adams was absent so no report.

**D) USFS REPORT.** Kevin Cannon reported that the USFS and National Forest Foundation is having a "Song Scape" at the CSU Mountain Campus at Pingree Park. They will need a few people on July 2<sup>nd</sup> and 3<sup>rd</sup> to show the artists the National Forest. The intent is for the band to write a song about the National Forest. The song will be promoted nationally and the National Forest Foundation will get a cut of the proceeds. The exposure could be potentially beneficial to PWV. Kevin asked interested parties to contact him. The commitment would be a half day on the 2<sup>nd</sup> or 3<sup>rd</sup> of July.

Kevin reported the Badger Fire is 85% contained. The USFS had closed off the northern part of the Rawah wilderness but the closure has been lifted. Crown Point is currently closed past Salt Cabin Park, the lower part, and won't be open until August. The road would then be closed after the Brown's Lake trailhead. Granite Ridge is closed until August. There are a lot of slash piles on the Mount Margaret trail and the USFS is trying to schedule a prescribed fire around the Red Feather area. Long Draw will be opened July 1<sup>st</sup> if the road is OK. The Laramie River Road requires 4-wheel drive in certain places. Deadman road is open as is Round Mountain. Highway 34 is open with night closures. A Rocky Mountain Conservancy team is staying in the Stub Creek Bunk House, doing a great job clearing the trail. They have cleared about 7 miles on McIntyre and created over 300 drains.

**E) TREASURER'S REPORT.** Bob Meyer could not attend the BOD meeting but had sent out the financials. Bob has put the photo/video equipment under fixed assets and acknowledged some of the other funding we have received. He hasn't put in the KIN shirts yet.

Randy wasn't sure if the Board was comfortable approving the financials, however, the Board was, and the following motion was made, seconded and passed.

*Move that the financial statements for June 21, 2018, be approved.*

Randy said the second motion was to put in the budget received grant monies and other items/expenses as listed. Randy said Bob felt we needed to show the cash in as well as the expenses. The motion updates the budget. Questions were asked on whether the photo/video expenses were in the original budget. The following motion was made, seconded and passed.

*Move that in consideration of PWV's receipt of a \$8,900 NFF grant, a \$9,503 NWSA grant, AND the Executive Committee's approval of spending up to \$150 by the Trail Patrol Committee for Wild54 promotion, Board approval is requested for the following 2018 revised budget totals:*

***Photo/Video - \$8,673 (\$175 + \$8,498); LNT - \$2,075 (\$1,050 + \$1,005); Trail Restoration Work Crews \$17,000 (\$8,500 + \$8,500); Trail Restoration Provisions - \$1,000 (\$600 + \$400); Trail Patrol \$150 (\$0 + \$150).***

## **REPORTS OF COMMITTEES**

**A) FUND DEVELOPMENT Committee.** Jerry Hanley said the Fund Development has 25-30 ideas for small fund raisers and needs to prioritize those. The committee may pursue the Laura Jane Muser fund to enhance the ecology of public owned spaces. Larimer County has small grants for community partnering which could be pursued. Judy Jacks and Margaret Shaklee sent out a "Project Planning" questionnaire for grant ideas and proposals. The Fund Development Committee doesn't want to get the money and figure out how to spend it. They want proposals and will then pursue appropriate grants.

Fred Allen brought up a proposal for a Publications Committee, investing \$4,000 to get a \$9,000 return. Fred showed one of the last copies of the 3<sup>rd</sup> edition of the **PWV Field & Trail Guide**. REI wants to carry these for their stores. PWV is being recognized by the REI flagship store in the information booth. Printing cost of the guide per copy is estimated to be \$2, so for \$4000, 2000 copies could be printed. Janet Caille suggested that perhaps we could get a grant to cover the printing costs of the Trail Guide. The Trail Guide descriptions have ballooned slightly. Pioneer Press in Greeley appears to have good prices. If we wholesale the books at \$6.50 or \$7.00, PWV will make \$4/copy. We have sold out the current inventory. If we are willing to spend \$4,000, Fred would be willing to serve as editor. Currently the book is marketed at the three JAX stores, at the Arrowhead Lodge, and at the USFS Visitor Center. Janet Caille mentioned the printing had come up at the AGL meeting and also suggested that Fred may want to involve the Trail Patrolling Committee. The following motion was made, seconded and passed.

*Move that up to \$4000 be authorized for printing costs to create a new 4<sup>th</sup> edition of the PWV Field & Trail Guides.*

Janet Caille gave an update on the **NWSA WSP Grant** received. Meetings were held with involved committees May 22<sup>nd</sup> and 29<sup>th</sup>. The Photo Video committee held a box opening party on May 25<sup>th</sup>. Janet thanked Peter Skiba and the Photo Video for their excellent work. The

committee has started filming. The Kids In Nature video has changed slightly in scope as a video to appeal to the agencies is needed first to secure kids for the program. Janet reached out to Randy Welsh at NWSA and then to Kevin to make sure this change in scope was acceptable, which it was. Danny Biers is working out details for his LNT master training. Janet presented a slide of reports and due dates. Janet expressed thanks to all who helped finalize the grant and especially to Peter and the Photo Video committee.

**B) STRATEGIC PLANNING Committee.** Jerry Hanley said they've had several meetings and have been scrubbing the 2016 plan. Jerry estimated that probably 70-75% of items on the 2016 plan have been executed. The committee will probably combine the 2016 plan with a new round for 2018-2019. Committees might be getting some questionnaires and calls for meetings.

**C) AD HOC WEED COMMITTEE.** Randy Ratliff said the committee has met 3 times and has done a phenomenal job with conclusions and recommendations. Randy asked to defer the presentation of the recommendations to the next Board meeting to give the topic the justice deserved. Randy talked about thinking of weeds as trash and all members need to accept responsibility for pulling weeds, just like PWV members pick up trash. The weed pull events need to be tailored to the physical capacity of participants, and the committee hopes to build in some levity also. The material will be presented at the next meeting. Margaret Shaklee mentioned the 19 weed pulls currently on the website for event signup. Margaret asked all to register for one of those.

**D) RECRUITING Committee.** Celia Walker confirmed that 40 new recruits were trained at Spring Training. Jim Zakely and Celia have now swapped roles so Jim is the current lead.

**E) RE-CERTIFICATION Committee.** Jeff Dean deferred his discussion until next month.

**F) PHOTO VIDEO Committee.** Peter Skiba confirmed that after receiving the grant, the equipment was ordered, received, opened and has been inventoried and labelled. The committee now has a way to check out and know who has what equipment. David Fanning has one set of equipment and Peter has the second set. Peter brought the equipment to the meeting if anyone wanted to see it after the Board meeting. Peter has been communicating with Jeff Dean about verbiage for a waiver/release, to get appropriate permission to use the likenesses of non-PWV hikers on a trail. The committee doesn't yet have a final answer. Jeff will check with the USFS before issuing a final opinion. The committee wants to take pictures showing PWV members patrolling and interacting with the public on the trails.

The photo video committee has met several times and is working on forming sub groups. Celia Walker has taken the leadership on getting the story boarding done. The committee has also met with Fort Collins Public Media, a non-profit sponsored by the city of Fort Collins which does public broadcasting. They have a computer lab which the committee can use to do some editing. Karl Riters documented the meeting and put on FB. The committee has received good feedback on the newly acquired equipment and confirmation that it should work well for our needs. The committee practiced filming at a KIN training with Jeanne Corbin and will be looking for photogenic patrollers who don't mind being filmed. The tripods are very sturdy but weigh 14.5 pounds. The committee needs a method to transfer files easily among people doing

editing. This could require an additional expense we don't have in our budget. PWV now has through Karl Ritters and David Fanning a presence on Instagram. The set up isn't an official PWV presence, and currently has a private individual's phone, address, etc.

Peter asked Kevin to show the video of Joan Kauth, Fred Sprague and the Trail Maintenance committee at a tree clearing. David Fanning assembled, shot and edited the one minute, seven second video. Peter was the director. The video required many hours to edit. Fort Collins Public Media said a minute of video should require an hour of editing. The committee will shoot and save a lot of video and is currently setting up procedures now. Per Nielsen ratings and exhaustive studies, when people click on videos, after two minutes, attention spans decline. The videos need to be short.

**Storage of Video Equipment** Randy would like to bring this topic back to the next Board meeting.

### **OLD BUSINESS**

**None.**

### **NEW BUSINESS**

**A) PWV EMAIL PRACTICES.** Alan Meyer deferred discussion until next month.

**B) NATIONAL WILDERNESS STEWARDSHIP ALLIANCE (NWSA) UPDATE.** Dave Cantrell deferred until next month.

**C) SUMMER SOCIAL EVENTS.** Janet Caille asked if PWV is having a New Member Social this year. She mentioned her enjoyment of the event in 2015. Janet feels that for the retention of our new members, a new member event is very important. She recapped quickly the stats on the Gear Fest, 31 attendees at a \$35 expense. Janet feels we need more social events, even though PWV is a service organization. Jeff Dean mentioned that some of the members who have resigned have mentioned they did so because PWV no longer has social events. Janet suggested that organizing this event would be a great job for the Chair Elect. Janet would like to see the entire PWV membership invited. Fred Allen said Odell's would be booked solid already. Janet asked about getting beer from Odell's but Fred hates to go back to Odell's too often. General consensus of the Board was to hold an event. Janet proposed July 25<sup>th</sup> and said she would head the effort.

**D) PROPOSED POLICY REQUIRING MEMBERS TO HAVE AN "ACTIVE" EMAIL.** Alan Meyer deferred until next month.

The Meeting adjourned at 8:40 p.m.

Janet Caille, Secretary

Next Board Meeting: **July 19, 2018 6:30 p.m.**