

**MINUTES**  
**PWV BOARD OF DIRECTORS' MEETING**  
**April 17, 2014 – 6:30 pm.**

**ATTENDANCE**

**Board Members present:** Judy Christensen, Richard Clopper, Mike Corbin, Sandy Erskine, David Fanning, Jerry Hanley, Bob Manuel, Alan Meyer, Meg Parmer, Martha Shepard, Daryl Smith, Cathy Trout, Jennifer Watson, and Kevin Cannon (*USFS*).

**Board Members absent:** Archy Archuleta.

**Advisory Board Members:** Fred Allen, Dave Cantrell, Bob Hansen, Jacques Rieux, Margaret Shaklee, and Mark Snyder.

**PWV Members present:** Jim Shaklee, Sandy Sticken, Jeanne Corbin, Mindy Cooper, and Nate Donovan.

**AGENDA.** The agenda was accepted.

**MINUTES.** The March 2014 minutes were accepted as presented.

**REPORTS OF OFFICERS.**

**A) CHAIR JERRY HANLEY.**

**MAY BOARD MEETING.** *No Board meeting will be held in May* because of Spring Training activities.

**ODELL'S SUMMER GET TOGETHER.** Our summer get together will be held at Odell's on Tuesday, July 29, 6:30--8:30 pm. Odell's will provide the beer, and we can bring our own food, have slides and run movies. Mike Corbin and Jerry Hanley will get the news out at Kick-Off Night and Spring Training. Odell's employees will be helping with restoration.

**CHAIR POSITIONS TO BE FILLED.** Jerry reminded it's the Board's responsibility to fill vacant chair positions, which are 1) Treasurer, 2) Fund-raising and Direct Marketing, 3) Mentor program, and 4) Vice-Chair for Spring Training. Jerry had sent Emails to 20 volunteers for fund-raising chair and got no response. Give this serious consideration, and pass ideas to Jerry.

**LIAISON KEVIN CANNON. *Damaged Trails.*** Lily Mountain Trail is closed because of the partly blown out bridge, and will be open ASAP. Kevin explained the training to be conducted for those desirous of doing restoration work. Work will begin on Lion Gulch. A different bridge will be put in on the North Fork Trail. Mike Corbin said there is massive restoration work needed to be done this year on North Fork and Young Gulch, neither of which will open this year. He mapped out and showed on overhead the "Restoration Plan for 2014". He explained we will get our own people trained to better work with outsiders. PWV will do "pre-work" ahead of bringing in outside help. Restoration work will be scheduled in the next 2 weeks. Kevin reminded that Basic Trail Training is coming up. Regarding *Spring Training*, jeopardy will be replaced with "reporting training" ("what you see, write it up"). Orange 5 ml plastic ("body")bags will be given out for those doing overnight patrols.

**C) TREASURER'S REPORT.** Martha Shepard gave a brief Treasurer's report, with overheads. The full Treasurer's report was previously sent to Board members. Fred Allen noted there are other committed funds, not yet received. Current funds are broken down as follows:

Endowment	\$22,780
Restricted Operating	26,117
Unrestricted Operating	<u>43,133</u>
TOTAL	\$92,030

**NOTE!** Most of this is grant money, to be used specifically for restoration. It is IMPERATIVE we spend all grant funds only as stated in the grant; and that we have documentation and reports. **WE MUST GIVE SANDY A WRITTEN RECEIPT FOR EACH PURCHASE. (This is true of ALL purchases, not just grant purchases.) The receipt must include: 1) Vendor name/address; 2) Date of purchase; 3) Description of item/items purchased; 4) Amount of purchase; 5) Reference to jobsite for which purchase was made (i.e., North Fork); and 6) Signature of purchaser (i.e, PWV by Bob Manuel).** Whenever spending any funds, **use our TAX ID to avoid paying sales tax.** Sandy Sticken has a new, combination credit/debit card. *Keep her in the loop on all expenditures.*

**New Software Purchase.** Martha Shepard suggested PWV utilize Tech Soup, a group that provides IT resources to nonprofits at steeply reduced prices, to update both our Quick books version (2011 to current 2014) and Microsoft Office (to 2013) for a total of \$69, not previously budgeted. The Board approved the purchase and expenditure.

### **REPORTS OF COMMITTEES.**

**A) WILDERNESS ACT 50<sup>th</sup> ANNIVERSARY. Wilderness Showcase Kiosk.** Alan Meyer learned the NWSA would give a grant up to \$3600, and the proposal was increased to that amount. **Wilderness Art Exhibit.** This event will also include a "film festival", showing two wilderness films, both at the Discovery Center and CSU (in September). **John Fielder Event.** There will be limited VIP seating for PWV at this event on April 21, CSU Griffin Concert Hall. Alan suggested only those in the PWV booth wear their uniforms. (See "New Business" below re John Fielder recognition.) David Fanning reported that his proposal was not accepted for presentation at the **Albuquerque Wilderness Event** set for October 15 thru 19. He knew it was a long shot so it was no big surprise. Alan Meyer reported again on the costs of hotel rooms, registration (\$300 per person), food and travel at this event, and booth coverage. He noted the event is set for the same weekend as our Year-End Event and October Board meeting where we elect officers, and will seek input about an alternate date for the YEE and Board meeting.

**B) FUND RAISING COMMITTEE.** Jerry Hanley reported the Committee met several times and agreed on an expanded list of income sources and organizational giving. The Committee agreed it's fine to do direct marketing, but not to overdo it. A marketing strategy was developed, but further areas of development need to be identified. Ken Williams has agreed to be the technical adviser. The Committee is seeking input from the Board and members as to who might be qualified to chair this committee.

**C) SPRING TRAINING COMMITTEE.** Mindy Cooper reported she will notify of upcoming training meetings. After Spring Training, debriefing meetings will be held on May 28 and June 16. There was some discussion about Friday's potluck and how to avoid gross duplicity of some types of dishes.

**D) WEBSITE COMMITTEE.** Alan Meyer informed the patrol website will go live in a week. Both veterans and new recruits are now in the database. Training on the new site will be held for members and AGL's on April 28 and May 4. Notice was previously sent.

**E) KICK OFF NIGHT.** Jerry Hanley reported that Frank Schwende will set a make-up date. All AGL's should attend the make-up KON if his/her mentee is in attendance there. Jim Shaklee suggested, in the future, we provide no "make-up" training; rather, invite recruits to wait a year to join if they cannot attend the scheduled KON.

**F) FIELD GUIDE REVISIONS.** David Fanning explained the new, condensed version of the Field Guide, which will be given to new recruits, AGL's, and mentors. Trail descriptions are on the website. After doing cost comparisons, he stated *Staples* office supplier not only printed this version at a greatly reduced price, but also provided outstanding service.

**UNFINISHED BUSINESS.** None.

### **NEW BUSINESS.**

**A) COLLEGE STUDENT INVOLVEMENT IN PWV.** Dave Cantrell had been approached by Jennifer Lee, of the Natural Resources Program, FRCC, to ascertain if we had any interest in collaborating on the establishment of the program and its internship requirements. The program is set to be implemented in the Fall of 2015. If there were interest, he envisioned the students would train and work with us. There was favorable discussion, including how many hours would be needed to make the effort worthwhile. It was the consensus of the Board and members present this endeavor would be mutually beneficial. Dave Cantrell has volunteered to be the point person, at least initially.

**B) INTERVIEW PROCESS SUMMARY.** Jennifer Watson reported the new interview process worked well, particularly the multiple options ("opt out" was particularly good), and uniform ordering process. *Suggested improvements:* a) schedulers should have access to the survey; and b) last minute callers need to be carried forward.

**C) FIELD GUIDE SALES @ REI.** Jacques Rieux reported REI no longer carries the Field Guide and cannot buy directly from PWV. He questioned how we should deal with this; do we have any plans for the public book; what to do with old books on hand. There was much discussion about selling the books directly to the public, where to sell them, and how much to charge.

**D) JOHN FIELDER HONORARY MEMBERSHIP.** Jim Shaklee suggested we use the upcoming Fielder event, on April 21, to make John an honorary member of PWV, for his long-time advocacy, support, and sponsorship of wilderness stewardship organizations and causes;. He suggested we present him with a PWV uniform shirt (or fleece) with patches and a PWV name badge. John would be the first person so recognized by PWV. All present agreed.

**E) HANDBOOK UPDATES.** Mike Corbin reported updates have been made in the Handbook on various committee responsibilities. Kids-in-Nature had the most changes because of

its expansion and more complete documentation. There were updates to committees covering the Weed Crew, Hospitality, Inventory, Uniform, and Restoration. All proposed changes were provided to Board members prior to the meeting. The following **motion was made, seconded and passed:**

*The changes proposed by the Chair of the Handbook Committee, covering duties and responsibilities of the Committees of Kids-in-Nature, Weed Crew, Hospitality, Inventory, Uniform, and Restoration, as set out in this month's Information and Sharing document, are hereby adopted.*

**MISCELLANEOUS.** Judy Christensen passed out flyers on the BACKYARD PARTY FUND-RAISER, to be held in June. She reminded the Committee needs more auction items; and asked AGL's to invite their mentees.

The meeting adjourned at 8:45 pm.

*Meg K. Parmer*, Secretary

Next Board Meeting: **TBA for June 2014.**