

Minutes: February 2011 Monthly H/B Meeting

Date/Time: Tuesday, February 8, 2011

Location: Brandeis University (Waltham, MA)

Attending: Jeff Carlson, Steve Cohen (guest), Stephen Conlin (guest), Abby Driscoll; Robert Freed, Joyce Horrigan, Bob Kittredge, Bob Knudsen, Alex Nedzel, Michael Swartz, Dan Wiktor (Acting Chair).

Come to order: 7:00 pm

Minutes of prior meeting: The minutes from the January 11, 2011 H/B meeting were edited and approved.

Boston Chapter Executive Committee Meeting:

Bob Kittredge represented H/B at the February 7 Executive Committee meeting and reported that:

- The new interim chair for YM is Jamie Villanueva, who replaces Dan Westerberg.
- All activity committee treasurers must send "audit information" to Denise Horn at the AMC by Feb 15.
- Apparently Paypal will take a smaller cut if you can certify that you are non-profit. The Ski Committee is looking into what is required.
- In the March Exec Comm meeting there will be an up/down vote on whether to disband Intro. Some progress has apparently been made in forming an actual committee for it.
- At the March Exec Comm meeting each committee will be asked how they propose to monitor trips where fees are charged.
- The new Boston Chapter website will be soft (or "stealth") launched in mid February. The idea is to just let folks discover the new site for a month or two and let the bugs be worked out gradually. Later it will be announced to the community at large.
- Benji Fisher is to be hired as the chapter webmaster.
- Bob presented the H/B request for a 1/3 contribution to reimbursement of H/B participants' expenses for avalanche and WFA training. In connection with the request for \$100 of each avalanche participant's \$300 expense, the committee asked Bob what portion of the \$260 total subsidy is being covered by H/B. **Action: Bob** will let them know the answer obtained tonight (\$160: our regular \$130 plus an extra \$30 in recognition of higher food and accommodation costs). **Action: Alex** will research earlier notes to determine what commitments were made by participants in connection with the \$260 reimbursement for avalanche training.

Treasurer: Michael reported that:

- H/B submitted its financial report for the year last week.
- H/B netter \$74 for the month of January.
- The \$180 trip surplus noted represents 2/3 of the surplus from Reji James' Highland Center weekend. The other 1/3 went to YM.

Trip Coordinator: Robert reported continued strong activity:

- January: 12 trips and 1 slide show, vs. 9 trips and 1 program last year
- February: 10 trips, 1 instructional trip and 1 slide shows, vs. 8 trips and 1 slide show last year
- March: 8 trips, 1 program, and 1 slide show, vs. 6 trips last year
- April: 2 trips, 1 instructional trip and 1 program vs. 3 trips, 3 programs and 2 slide shows last year
- May: 2 trips, vs. 8 trips last year

Harvard Cabin: Bob Kittredge reported that:

- Mike Seward and Gordon Haff ran the January HC weekend with 11 participants. It resulted in a loss of \$46.
- Collections from each month's leader are often a problem.

Trip Reports: Joyce reported that our trips continue to fill up - i.e., that demand continues to be greater than supply.

Webmaster: In connection with the trip registration portal, Abby reported that:

- Gary, Dirk and Abby will be meeting on Thursday.
- Abby is revamping the participant and leader user guides.
- The confirmation page is now editable, including special code for PayPal integration.
- Category totals are now available at the top of the list of registrants.

Robert suggested that we do a naming contest as part of rolling out the system. Stephen suggested that it would be better to do the naming after people have more familiarity with the system. **Action: Abby** will present a proposed roll-out plan at either the March or April H/B meeting.

Wilderness First Aid (WFA):

- Jeff reported that two additional full WFA programs have been scheduled for Joy Street: June 18-19 and November 5-6. Both will be SOLO-run.
- **Item for a future meeting:** How do we implement an honor system for WFA certification?

Spring Leadership Program: Michael reported that there are 16 participants and counting.

Spring Hiking Program: Bob Knudsen reported that:

- 8-12 people have registered so far.
- Hikes/dates leaders are all lined up.
- Almost all course sections and lecturers are lined up. Alex volunteered to deliver the Nutrition lecture.
- The venue will be the Commonwealth Ave. EMS, and they are enthusiastic about it. Bob plans to see if REI wants to do it next year.
- The committee is revising the manual. Some chapters are still out.

Leader Training Subsidies: Action: Having volunteered to add this task to his Treasurer portfolio, **Michael** will check to make sure that e-mailed requests will come to him.

Leader Applications: none.

Leader Appreciation: (see H/B Leadership and Awards Dinner proposal appendix)

- There were concerns about possible holiday conflicts with the April 20 date. It was established that the date is OK from that standpoint.
- Stephen, Maura and Abby have had 3 meetings.
- Key element of the marketing plan: promote the meeting heavily to SLP participants.
- The budget of \$1350 to \$1800, as proposed by the subcommittee, was approved.

H/B Laptop: Via e-mail, Julie reported that she purchased a Dell Inspiron Mini 1018 Netbook on January 21 for H/B. Along with the netbook, she bought a soft carry case, which came with a small set of speakers and mini-mouse (and a headset which was not needed but came included). She also purchased Microsoft Office 2010 Home, which includes PowerPoint, Word and Excel. The netbook works with the current Boston Chapter digital projector.

The whole purchase came to \$514.11, which is \$14.11 over the budget given at the December meeting. The committee voted to approve reimbursement of the overage.

Financial Rules: Michael proposed that trip reporting include a multiple choice finance-related item:

On this trip,

- No fee was collected.*
- A fee was collected and there was no surplus.*
- A fee was collected, there was a surplus, and it was returned to participants.*
- A fee was collected, there was a surplus, and the surplus was transferred to H/B.*

Action: **Bob Kittredge** and **Jeff** will describe the H/B policy to the Chapter Executive Committee.

Next Meetings:

- Tuesday, March 8, at Brandeis (host: Michael Swartz)
- Wednesday, April 13, at the home of Bob Kittredge
- Wednesday, May 11, at the home of Alex Nedzel

Adjourn: 8:59pm

Recap of Action Items:

- **Bob Kittredge** will let the Executive Committee know that avalanche course participants received a \$260 subsidy from H/B for their \$300 course costs, \$100 of which the Executive committee agreed to reimburse H/B for.
- **Alex** will research earlier notes to determine what commitments were made by participants in connection with the \$260 reimbursement for avalanche training.
- **Abby** will present a proposed roll-out plan at either the March or April H/B meeting.
- **Michael** will check to make sure that e-mailed leader training reimbursement requests will come to him.
- **Bob Kittredge** and **Jeff** will further describe the H/B trip financial rules to the Chapter Executive Committee as required.

Future Agenda Items:

- How do we implement an honor system for WFA certification? (Jeff)

Alex Nedzel - v1 FINAL 3/8/2011

H/B Leadership and Awards Dinner

A working group consisting of Judy Dillman, Abby Driscoll, Maura Hume and Stephen Conlin has been planning for this year's leader appreciation event. It will be a combination of dinner, awards, trip planning and socializing. Here are the details and our recommendations:

Date: Wednesday, April 20, 2011

Place: The Burren, an Irish pub in Davis Square in Somerville. It is accessible by car and public transportation, has available parking (both on-street and off-street) and has a fun atmosphere. It is used for other informal AMC gatherings (particularly YM), and is therefore known to many leaders.

Cost: H/B pays for food; each leader responsible for his or her own drinks.

Agenda: 6:15-7:00 Arrive and socialize
7:00 Dinner (buffet)
7:45 Awards
8:15 Trip Planning

Awards: Most Trips (Gold, Silver and Bronze awards to top 3 leaders)
Trip of the Year
3-season Leader of the Year, a/k/a the "Golden Boot Award"
4-Season Leader of the Year, a/k/a the "Golden Crampon Award"
Most Enthusiastic Co-Leader
Best Summit Cookies
Most Embarrassing Blunder
One other "Voters Choice" award

Voting: Voting will be done on-line via an attractive Google Spreadsheet. Voting will occur from February 16-March 16. An announcement of voting will be posted on the H/B web site, entered in the H/B trip listing system and included in H/B Announce. A separate reminder will be sent to the H/B leaders list and all subscribers of H/B Announce.

Invitations: Invitations for the event will be emailed to everyone on the H/B leaders list and all new co-leaders, with a link to RSVP on-line by April 13th.

Budget: The Burren will cost \$15/person, plus gratuities and taxes. We propose up to \$400 for awards (maximum of \$50 each). Although the total budget will vary based on attendance (which we hope will be large), we expect it will be in the range of approximately \$1,350 (for 50 people) to \$1,800 (for 75 people). If less than 50 people, there may be a separate room charge.