

FINAL NOVEMBER MINUTES

Wednesday, October 19, 2016 12:55 PM

Notes: H/B Monthly Meeting – November 15, 2016

DATE/TIME: Tuesday, November 15, 2016, 6:30pm

LOCATION: Southborough, c/o Keith Watling

In Attendance - Stephen Conlin, Casey Ajalat, Jeff Carlson, Robert Freed, Carl Gustenhoven, Bob Knudsen, Fred Smith, Michael Swartz, Paul Terenzi, Keith Watling, Pam Wilmot, Rose Limanni.

Minutes – October 18 2016: approved with updates

Operational Updates

Treasurer - Fred Smith

Bank of America: \$8,974.25; PayPal: \$9,363.08

Trip Coordinator - Carl Gustenhoven

98 Events, January - May

20 Events June (19 Hiking, 1 WFA)

37 Events, July - September

43 Events, October - December

Harvard Cabin – Bob Knudsen

Harvard Cabin Work Weekend completed 11/6/2016. The Cabin has been cleaned and is ready for the Fall/Winter Season. Leaders should report on condition of the Cabin Upon arrival when leading a trip.

November 11-13 2016 Harvard Cabin trip was successful. Nine participants and 4 leaders were on the trip. The trip netted \$445.81 of fees less expenses. After paying the Harvard Cabin rental there will be a surplus to the HB Committee of \$5.81

WebMaster Report - Casey Ajalat

REGI

- Updated Trip Pages to reflect a link for the Trip Feedback and Liability Waiver
 - o Trip Feedback is at the top and available after the trip is complete
 - o Liability Waiver is at the bottom of every trip posting

Spring Hiking Program - Elizabeth Ryan

SHP 2017 Dates

- Tuesdays, April 4th through May 2nd.
- Planning meeting Tuesday, January 24th at Cabot

There were events booked in Cabot Hall on Wednesdays already, so the program needed to move back to Tuesday.

Discussion Items

Leader application- Pam

Marianne Bonnard - approved as 3-season leader

Update on Pro Deals - Keith

Keith will research pro deals for the upcoming meeting. He will report back on who uses the sites, purchases product, and possible costs associated.

Budget approval - Fred

The budget for 2016 was approved and is included below.



HB revised
budget...

Distribute program manuals electronically? - Stephen

The committee discussed the impact of distributing program manuals electronically at future winter and spring hiking programs. The argument for the transition includes:

- Reducing carbon footprint
- Achieving some cost savings
- Increasing the ease with which the manual editors can update information
- Ensuring that the most recent version of the manuals are available to all participants and leaders

Currently, the leadership training manual is only available electronically and sets an example for use. After reviewing the arguments, the committee agreed to share information with Elizabeth and Anne Jarek to determine final steps. Points discussed were the need for accessibility versus restricted access and cost cutting. Stephen will report back to Elizabeth. The committee was in agreement that moving toward electronic versions is a viable endeavor.

Opportunity: create library of stock NH4K photos for use in posting trips - Carl

The AMC has requested that postings on Outdoors.org include photos which has caused concern for individuals who do not have a wide selection of hiking photographs. The committee determined that creating a library of stock photos for leader use may be a good idea although it may be time consuming and difficult to manage. It was decided that Carl would reach out to other committees to see about possible needs and development of a small library.

H/B meeting food finance - All

As noted in the budget, the committee agrees to \$1400 for committee meals, which works out to an average cost of \$140 per meeting. This amount is to be distributed between monthly meetings. Committee meeting hosts will be sure to balance cost with their time and ability to organize meals.

H/B website - status and action plan - Casey

Casey is working with the website host for an update on migration and how or when the site will be accessible.

2017 H/B Officer Nominations - Stephen

Stephen reminded the committee of upcoming officer nominations and formal review in December. Alex will be stepping down as chair and Stephen has been nominated. He outlined

goals for the coming term:

- Streamlined solicitation and dissemination of feedback from participants and leaders
- Providing continual guidance to leaders
- Creating a more participatory and engaging culture for leaders and participants

Bob Knudsen is retiring at the end of the calendar year and will be stepping down as Harvard Cabin Coordinator. He will help during the transition period. Carl and the committee thanked him for his generous service and dedication to the task.

Lastly, Robert urged the committee to encourage new and energetic leaders to attend committee meetings as a way to engage future committee members.

Future Discussion Topics - All

Topics include:

- Pro Deals
- Photo Library
- Leadership Process
- WFA Finance
- Leadership Stratus

Meeting Adjourned: 9:00 pm

Thank you to Keith for hosting the meeting

Next Meetings:

Tuesday, December 13 - Bob Knudsen, Woburn

Tuesday, January 10 - Fred Smith, Natick

Wednesday, February 15 - Paul Terenzi, Medford

Tuesday, March 14 - Casey Ajalat, Billerica

Wednesday, April 12 - Elizabeth Ryan, Somerville

Tuesday, May 9 - Stephen Conlin, Belmont

Tuesday, June 13 - Faith Pulis, Concord