

FINAL MAY MINUTES

Tuesday, March 14, 2017 6:26 PM

Minutes: H/B Monthly Meeting – May 9, 2017

DATE/TIME: Tuesday, May 9, 2017, 6:30 pm

LOCATION: Belmont, c/o Stephen Conlin

IN ATTENDANCE: Stephen Conlin (Chair), Alex Nedzel, Carl Gustenhoven, Elizabeth Ryan, Rose Limanni, Fred Smith, Casey Ajalat, Jeff Carlson, Robert Freed, Paul Terenzi, Keith Watling, Pam Wilmot, Morgane Treanton.

MINUTES: minutes of April 13, 2017 approved without update.

OPERATIONAL UPDATES:

EXECUTIVE COMMITTEE - Paul Terenzi

- Nominating Committee update from Jeff Carlson
Details to be in upcoming MUD Newsletter. Jeff reminds us that we are also looking for inquiries of interest. We don't want to turn volunteers away.
- Leadership Update from Paul Terenzi
21 new co leaders graduated this past weekend. Great Success. Joe Princi comments on the quality of the program. He would like to see more committees have representation on the instructors side. This Wednesday Club Wide trip planning meeting at Joy Street , 6-9pm On Weds May 3rd.
- Communications from Joe Princi
Spring Mud done and will be emailed next week. May 14th is the next blast which includes Bike Rally info. Let Larissa know by evening of May 7th if anything else needs to be included.
- Club & Chapter Updates from Joe Princi
 - Leaders have had membership lapse before trips recently. Joe stresses that leaders must keep membership current in order to keep insurance coverage current. Auto-renew could be a solution here. Joe asks about different pathways to leadership for all committees and if it is documented and where. Most say yes. Joe asks that committees review their policies here. A further strategic question is raised by Joe.....How to bring a leader from one committee to lead within another committee? healthy discussion ensues around why committees exist , how they can be more inclusive and promote broader awareness of the overall club and other committees. Discussion turns to the idea of universal standards for leadership, structuring leadership classifications better across committees, tiering structure of leadership.
 - Committee Attendance - Did anyone attend another committee meeting? Joe stresses this is not a requirement but just a suggestion.
 - Chapters Retreat this coming weekend. Joe asks if there any questions or issues that should be brought up.
 - Fall Gathering is open to all members. Executive Committee is encouraged to go (Freedom NH is location this year).

TREASURES REPORT - Fred Smith

<u>HB Funds at 5/8/17</u>	\$ 14,087.48	
Bank of America balance	\$ 3,471.53	
Less outstanding payments	\$ (145.24)	Amy Posocco for SHP food Wk 2 & 3
	\$ (711.26)	Improv Screen Printing - Tee Shirts
Bank of America (net)	\$ 2,615.03	
<u>Paypal</u>		
SHP - Program fee	\$ 5,940.45	
Cardigan	\$ 4,962.00	
Total Paypal Balance	\$ 10,902.45	
SHP Checks not deposited	\$ 480.00	
	\$ 90.00	
Total SHP Checks	\$ 570.00	

TRIP COORIDINATOR - Carl Gustenhoven

15 - January Trips

22 - February Trips

17 - March Trips

6 - April Trips

17 - May Trips

13 - June Trips

2 - July Trips

HARVARD CABIN

HC Reservations made thru December 2018. Fri/Sat night dates listed.

9/8-9/2017 AMC HB September Weekend
9/22-23/2017 AMC HB Map & Compass
10/20-21/2017 AMC HB October Weekend
11/17-18/2017 AMC HB November Weekend
12/8-9/2017 AMC HB WHP December Weekend
Jan 19-20, 2018 AMC HB January Weekend
Feb 16-17, 2018 AMC HB February Weekend
Mar 16-17, 2018 AMC HB March Weekend
Sep 7-8, 2018 AMC HB September Weekend
Sep 28-29, 2018 AMC HB Map & Compass
Oct 12-13, 2018 AMC HB October Weekend
Nov 16-17, 2018 AMC HB November Weekend
Dec 7-8, 2018 AMC HB WHP December Weekend

WEBMASTERS REPORT - Casey Ajalat

- Web Site
Recruited CMS experienced Rick Whitney, an AMC leader, to help with website.

- REGI
Created foundation for DB queries for the following:
 - Trip Feedback emails for participants
 - Trip Report reminder for leaders

SPRING HIKING PROGRAM - Elizabeth Ryan

- We had 107 participants this year
- We are running 28 trips including
 - 1 boot night
 - 1 Family Outings Affiliated
 - 2 YM Affiliated
- Current feedback has been mostly positive and constructive. The larger survey went out on Monday 5/8 and won't close until the beginning of June.

PRELIMINARY FINANCES

Please note that these have not been fully cross checked with Fred or Paul (for Cardigan) and may change slightly before the final report.

Year Over Year Comparison					
	Actual 2014	Actual 2015	Actual 2016	Forecast 2017	Actual 2017
Student Fees	\$ 6,460.24	\$ 7,935.16	\$ 5,370.00	\$ 6,150.00	\$ 6,336.57
Cardigan Fees	\$ 2,227.54	\$ 1,290.00	\$ 3,705.00	\$ 3,705.00	\$ 6750.00
Trip Fees	\$ 240.30	\$ -	\$ -	\$ -	\$ -
Cardigan Lodge Rental	\$ (4,600.92)	\$ (4,820.80)	\$ (4,912.04)	\$ (4,912.04)	\$ (7,081.64)
Cardigan Tip	\$ -	\$ (480.00)	\$ (400.00)	\$ (400.00)	\$ (708.00)
Food	\$ (380.00)	\$ (849.00)	\$ (962.53)	\$ (970.00)	\$ (1,049.54)
Printing	\$ (650.00)	\$ (594.00)	\$ (657.49)	\$ (657.49)	\$ (8.00)
WMGuides	\$ (2,400.00)	\$ (2,232.28)	\$ (2,077.00)	\$ (2,077.00)	\$ (1,773.00)
Subtotals	\$ 897.16	\$ 249.18	\$ 65.94	\$ 838.47	\$ 1,591.39
WMGuides Refund			\$ 262.50		
Surplus (Revenue-Costs)	\$ 897.16	\$ 249.18	\$ 65.94	\$ 838.47	\$ 1,591.39
Surplus	10%	3%	1%	9%	13%

DISCUSSION ITEMS:

New laptop for use by SHP/WHP - Casey Ajalat

Casey reminded the committee that there was prior approval from 2016 to purchase a computer for the spring and winter hiking programs. This computer would guarantee that leaders would not need to bring their own equipment. He recommended the purchase of a MacBook Air at about \$1,000 with additional funds for necessary software. The committee approved an updated budget of \$1,100.

H/B Website - Stephen Conlin

As of now, no action has been taken on the website. Stephen would like to move forward in either of two directions: use the platform Lyons has created and update the content, or migrate to the chapter website. Casey spoke with Rick Whitney who has expressed interested in looking at the current website. The committee decided to give Rick access to the current website, request his feedback, and move forward on any changes at a later date. The contract with Lyons is up in June and we would need to pay the \$200 fee to keep the site running.

Update on trail maintenance-focused trips - Carl Gustenhoven

Carl briefly touched on trail maintenance-focused trips, which were not discussed at the executive committee meeting. If an HB leader has been approved as a trail adopter and lists a trail maintenance-focused trip, HB can approve the trip. The trip coordinator will verify that the HB leader has the trail committee's approval. The committee began to discuss whether trail maintenance is within the purview of the HB committee. Stephen requested to hold the discussion for a further meeting.

SHP/WHP content - Stephen Conlin

Stephen mentioned hearing inconsistent information being conveyed in the spring and winter hiking programs, especially during breakout sessions. The committee discussed how to manage various voices and points-of-view, while also allowing for individual recommendations and advice. The committee recommends developing standardized language for presenters and program volunteers. Alex also recommends using this language in the leadership training program as way to represent the AMC.

Process for monitoring/addressing trip feedback

Casey, Stephen, and Elizabeth will monitor trip feedback and follow up with participants and the committee as needed. All feedback is anonymous unless the participant shares their information. A long-term goal is to have REGI send a request for participant feedback immediately after a trip. Casey knows how to create this but is limited by the mail quota. The committee agreed that if the cost is minimal, we can pay for a higher mail quota and allow for immediate requests for trip feedback.

Cross-posting of trips with YM - Casey Ajalat

Young Members are cross posting trips so they can use REGI. This results in two almost-duplicate "tiles" for the trip in the ActDB listings, which detracts from usability and causes user confusion. Such cross-posting should only be done if a trip truly targets the audiences of both committees, or is relevant to both committees in some other special way. We agreed to defer discussion until further discussion with YM.

Executive Session

The committee went into executive session to discuss action steps regarding a participant complaint. Zeynep Ozyuksel was approved as a member of the committee.

MEETING ADJOURNED: 9:17 pm

Thank you to Stephen for hosting.

NEXT MEETING: Tuesday, June 13 - Faith Pulis, Concord