

H/B Monthly Meeting Minutes – May 14, 2019

DATE/TIME: Wednesday, May 14 meeting at 7:00pm

LOCATION: c/o Keith Watling Southborough, MA

ATTENDANCE: Elizabeth Ryan, Casey Ajalat, Morgane Treanton, Rose Limanni, Rob Zoletti, Keith Watling, Stephen Conlin, Robert Freed, Chris Malinowski, Alex Nedzel, Paul Terenzi, Chao Xie, Jess Halvorsen, Katie Bartel (guest), Chris Thompson (guest)

- 1. Intro/Welcome**
- 2. Minutes** -April 10 approved without update.
- 3. Operational Updates**

Executive Committee - Paul Terenzi

Committee retreat is next month on June 3. Another retreat will be June 15 and they request a HB committee member for both retreats. Is also looking for help setting up the retreats. Joan Anwhistle (?) is stepping down from the executive committee. Guide cards have been given to John Lisker for distribution. The purpose of the cards is to identify trip leaders who are able to organize trips in the White Mountains. The trip reporter will need to submit trip reports to the White Mountain National Forest. Chris and Alex will work together to share the trip reports. SHP and WHP will now require a line item for the expenses when the budget is submitted. In the future, all trips with an associated cost will need to be approved by the HB committee before the trip can go live and there must be a line item on the budget. There were 26 graduates for spring leadership. Jackets and vests will be distributed to trip leaders who have lead 5 trips or more in two years. Looking to move the annual meeting in November to a new location and are looking for recommendations on speakers and locations.

Treasurer - Rob Zoletti

Rob and Alex on are on the Bank of America account. \$9,000+ is in the accounts as of today. There are some outstanding payments to be made. The committee agreed to reimburse a few longstanding past expenses on training reimbursement.

SHP - Casey Ajalat

\$8790 received from program fees and are roughly breakeven on Cardigan. There is a surplus of \$1900 for the program. The committee thanked Casey for his hard work. There were 138 people in the program this year. Casey is working on a debrief and will send a poll to key players in the program within the next two-three weeks.

Trip Reporter - Chris Malinowski

The new trip reporter (Chris Malinowski) is getting up to speed with and gaining full access to

all the data sources. Attached is draft aggregate data for Jan-April 2019 to be fleshed out and further reconciled as data is cleaned and incomplete trip reports are followed up on. Current 2019 trip report submission rate: 76.67%

Harvard Cabin -

Mark has booked the dates through 2020. They are:

September 13 & 14, 2019

September 27 & 28 – Map & Compass

October 18 & 19

October 25 & 26 – leaders retreat

November 15 & 16

December 6 & 7

January 31 – February 1, 2020

February 14 & 15

February 28 & 29 – Advanced Winter Skills workshop

March 13 & 14

September 11 & 12

September 25 & 26 – Map & Compass

October 16 & 17

November 20 & 21

December 11 & 12

The dates above are for the Friday and Saturday nights of the weekend.

4. Discussion Items

MIT PE Urban Backpacking trip recap - Chris Malinowski

4 AMC and 2 MIT leaders with 7 students. It was windy, rainy, and cold. There was a debrief with the MIT staff about gear and lessons learned. The MIT side would like to do this in some sort of regular fashion and will follow up in June. From the AMC perspective, it was a lot of prep work and there is a question of sustainability for AMC volunteers. The MIT staff is aware of changes that should be made, particularly around food prep, water, and additional planning.

Committee Roles and Functions documentation - Elizabeth Ryan

Elizabeth asked current officers to update the roles and responsibilities sheet.

- Joining committee, email must be added to email group, onenote, review rules and policies, mark calendars for second Tuesday of every month except July and August.

- Add link to HB website

- HB Committee Meeting Logistics:

- second Tuesday of month

- Meeting at 7, start at 6:30
- Hosted at various locations by committee member
- RSVP in OneNote, Friday before preferred
- Add information to OneNote by the Friday before
- Functions & Programs updated in OneNote
- Host adds directions to OneNote
- Attend all meetings with some exceptions and RSVP accordingly

- Meeting Procedures:

- Review minutes from previous meeting and vote
- Additional updates for functions and programs if necessary
- Review other discussion topics
- Vote: yes, no, abstain
- One vote for policy change, rule change requires two votes in consecutive

meetings

- Secretary writes notes during meeting and then published on website
- Executive Session

§ Secretary stops taking notes except for leader approvals

§ Guests recuse themselves

§ Keep discussions confidential unless asked by the committee to speak

to someone about those issues

§ No votes in executive session except for leader approvals

5. Next Meetings

Tuesday, June 11 - Elizabeth R.

Tuesday, September 10 - Rob Zoletti

Tuesday, October 8 - Alex Nedzel

Tuesday, November 12 - Stephen Conlin

Tuesday, December 10 - Keith Watling

Tuesday, January 14 - Paul Terenzi

Meeting adjourned at 8:58 pm.