

H/B Monthly Meeting Minutes – October 9, 2019

DATE/TIME: Wednesday, October 9 meeting at 7:00pm

LOCATION: c/o Robert Zoletti

ATTENDANCE: Elizabeth Ryan, Casey Ajalat, Katie Bartel, Rob Zoletti, Stephen Conlin, Robert Freed, Christine Malinowski, Jess Halvorsen, Pam Wilmot, Chao Xie,

Introduction/Welcome

1. **Minutes** -September 18 – Approved unanimously without update.

2. **Operational Updates**

Functions (Executive Committee; Treasurer; Trip Coordinator; Harvard Cabin; Trip Reporter; Leadership)

Programs (WHP; SHP; WFA; Lecture Series); active projects

Executive Committee – Elizabeth

- Will obtain updated minutes from Paul next time.
- Pat Grimm's scholarship approved and carried over for next year. Seven leader chapter-wide scholarships were approved; will be announced at November meeting.
- Club is requesting that leaders not use Venmo to take payments for their trips anymore. Use PayPal instead. There is currently no easy way for the chapter to email all leaders; committees must disseminate the information.
- "Placeholder action item" – revisit in November

Trip Reporter – Chris

- Continued following up with leaders; 100% reports through August
- FS reporting: Chris has been working with Jenny, who manually enters leader's forms into a database. Chris worked with her to provide a spreadsheet every two weeks. Issue with multiday hikes being treated as day hikes. Chris has been following up with leaders to find out that information.
- Outcome: Need to update Google form. Will have proposed revisions by next meeting.
- From July 1 onward, we are now reporting all of our trips appropriately to the FS. In compliance with what we are supposed to be reporting.

WHP – Jess

- Waitlist status. There will be 106-114 people (right on track – target is 110), and registrations continue to come in.
- Starts 30th October. Church has been paid.
- Trip Coordinators Steve Duly and Pat Grimm are soliciting and matching leaders (first, reached out to same leaders as last year; if they can't, then Steve and Pat will reach out to other leaders); Jess is

sending out emails to speakers; slides have been updated with new logo; the manual is being updated; and breakout volunteers are being recruited.

- **Discussion Items**

- a. 2020 HB Budget proposal (Rob)

- Budget hard copy distributed. Sent out by email; received no comments.
- Page 1 is summary. Page 2-3 are by program: WHP (there is no overflow); \$4759 surplus. \$1135 Cardigan deficit (due to gratuity). Needs to pay that deficit by December 31 to keep it in this fiscal year. Need to get invoice from Cardigan by late December. We paid it in January and will need to pay it again this December to realign with calendar year (except gratuity, which will always roll over to the following year). Trip Reporter to obtain and forward to Rob.
- Program subsidization is a topic for future discussion.
- More participants in SHP than WHP – more trips, more leaders.
- Harvard Cabin: rates are going up by 9% tax; food costs vary (discretionary). Suggestions – give guidelines for food costs? Will be addressed at HC leader weekend. Budget \$600 for next year.
- HB Committee, Leadership Appreciation and Leader Development are all funded by the other programs
- BOA cash remains the same; PayPal up with WHP money coming in
- WFA reimbursement: HB Committee follows chapter policy. L have 12 months from time they take WFA to do two trips and submit/qualify for reimbursement. CL can now be reimbursed, but they must become a L within 12 months in order for that to qualify. Exception to be made (committee only) for CL who fall between policies (~\$700 expense). ER to handle those cases.
- Questions? No. Format is good, clear, and helpful. Thanks, Rob!
- \$6k cash position only gives us two months of programs/costs/buffer. Low cushion. Will affect 2021. Need to ensure a surplus again. Decide what to subsidize going forward.
 - Topic for future discussion: change program rates for 2021?
 - Possible to see operation expenses month-to-month? Quarters are easier; monthly too granular.

Going forward, budget will be calendar-year.

Next step: Rob will submit to chapter for approval. No issues foreseen. Committee will vote after Chapter's review. Formal vote to wait.

BREAK

Update on HC – Elizabeth

All owners of HC met – the following improvements were discussed:

- Path to outhouse – that will happen first weekend of November
- Outhouses themselves are very hard to redo – inability to heat consistently, compost maintenance is difficult – but some structural updates might be possible. Can pay to make those improvements, but cannot pay to maintain it.
 - Position of toilet seat is too high and/or too far back. Can that be fixed?
- Water filter during warmer months (inactive during winter months)
- Heat the upstairs? Postpone – larger chunk of money.
- Better plowing
- Work weekend in November (Mountaineering; HB)

Money: there are significant taxes that the trustees must pay to state of NH (property tax, stamp tax). Trustees have concern about operating budget and financial independence. \$60k in invested

reserves and significant amount in cash. Head of VCC gave them permission to start spending money again and do some of these improvements. Hope is that with small improvements we can get more people there again.

HB Announce new format (Elizabeth)

- Casey, Elizabeth, Morgane had conversation Monday night. No major feedback/changes from test email that went out.
- Robert Freed stepping down; Morgane will serve as interim editor and oversee rollout of the new system. Onboard new HB editor once new system is in place.
- Final feedback? Jess: Categories were repetitive (same trip was listed several times)
- The new system is just for HB.
- When HB Announce goes out now, 10-20% are not HB trips but are relevant to the HB audience. Add that as an improvement later, but omit for now to keep the work simple. But the new system will allow for that to continue.
- Decision: move forward with new system (Nov 1). Additional improvements/updates will continue to be made.

Update on ProDeals (specifically around management) - No updates / table until after WHP

Other open business?

- Let other L and CL know about HB Committee meetings - make sure meetings are posted on outdoors.org (Katie to do)

Executive Session – 8:42pm – 9:10pm

5. **Next Meetings**

Tuesday, November 12 - Stephen Conlin

Tuesday, December 10 - Keith Watling

Tuesday, January 14 - Paul Terenzi

Meeting adjourned 9:15pm.