

H/B Monthly Meeting Minutes– January 14, 2020

DATE/TIME: Tuesday, January 14 meeting at 7:00pm

LOCATION: c/o Paul Terenzi (Medford)

Attendance: Elizabeth Ryan, Keith Watling, Rob Zoletti, Stephen Conlin, Katie Bartel, Robert Freed, Jess Halvorsen, Alex Nedzel (phone), Morgane Treanton, Paul Terenzi, Chris Malinowski, Alex Bernson, Mark Gill (guest), Casey Ajalat (phone)

1. Introduction/Welcome - round of introductions

2. Minutes - December 10th - Approved without update

3. Operational Updates

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

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

Executive Committee Updates - Elizabeth Ryan

- Retreat date TBD
- New ActDB trip rating system. Transition by 1/25/2020. Hard deadline by January 2021. Waiting for further guidance from the Chapter.
- Annual audit
- Leader recognition - based on Outdoors.org, not based on REGI. Use REGI going forward, but double check how we capture WHP/SHP leaders. Complete by the end of the spring; couple the awards with the trip planning meeting. ER to follow up with Karen and Cindy.
- Chapter-level working groups will draft best practices to share among the committees by summer. Related to chapter goals.

WHP - Jess Halvorsen

- WHP is now in the trip phase
- High number of rescheduled/canceled trips due to weather
- ATL trips now open
- 113 participants 2019-20; trips had no more capacity (December trips very full).
- 4-season leaders should try to post non-WHP trips around the same time as WHP trips are posted.

Treasurer - Rob Zoletti

- BoA+ PayPal = cash balance of \$11,589.96
- Need to change ownership of PayPal account
- Set up payment system for hut-to-hut program
- Check for Cardigan has been sent and cashed.

Trip Coordinators - Keith Watling and Morgane Treanton

- Trips are up and running!

Trip Reporter - Chris Malinowski

- Updated numbers
- Continuing to submit to forest service - all submitted thru Oct; missing 2 in November; 10 in December

4. Discussion Items

a. Leader development - winter skills: Above Treeline Workshop and Winter Backpacking (Stephen)

- 11 people; weather marginal but fine; went very well. Lots of interest in another one; Bryan Jones potentially to lead TBD

b. 2020 Leader Appreciation event

- Date: aim for Thursday, 3rd week of April
- Location: same as last year
- Several critiques surrounding award details. Decision: write and set expectations on what each award is and the process. Communication will go out in advance.
- To do: (A) need someone to book venue, order food (Paul). (B) need someone to manage the awards committee, recruit awards (TBD)

c. Introduction of assistant treasurer role (Rob)

- Role: learn treasurer role without the responsibility (processes and accounts); manage the leader training reimbursement (no need for access to any accounts; just need to pull info and submit to chapter); assist in other duties
- Comments/questions?
 1. Q: Does the AT need to attend HB meetings? A: Not mandatory.
 2. Q: Would AT be checking leader qualifications? A: Yes. Would need admin access to Outdoors (which in turn would need chapter approval unless someone downloads a monthly leader audit spreadsheet).
 3. Q: source of the AT? A: send description to HB leader list with estimated time commitment.
 4. Q: do we need to change the Committee rules to add an assistant? A: there's only 1 trip approver but 2 committee members. Decision: Committee should approve the person to perform this function. Would be a way to broaden the committee.
- Motion approved to begin recruiting for AT position followed by committee approval

----- BREAK (15 min) -----

d. Inactive leader policy draft (Alex)

- Alex provided a summary of the policy draft. *Goal is to identify inactive L/CL. Need a process for managing the process of becoming inactive. 3 categories: leaders, leader candidates, coleaders. Hinges on an analysis of the data happening monthly/annually. The 1-year mark is a proactive check for leaders to make sure their status doesn't lapse. This is the first time there's a distinction between coleader and leader candidate (LC). An LC can ask for a mentored hike. Best data source is the Trip Reporter.*
- Comments:
 1. CL/LC distinction is confusing.

2. Would be helpful to know who among the pool of CL wants to be a "serial" CL vs. those who are motivated to become L.
 3. Decision: continue discussion over email and follow up at next meeting.
- e. Youth group Lonesome lake
- 1 hour talk on winter hiking to women? Weds. 7-8:30
 - Send to L/CL list
- f. 2020 goals and working time: Postpone to February. Need to get conversation going on those. The retreat is time-sensitive; chair will/has reached out; there is a short-list of dates, then approach Steve Smith.

5. Executive session

- a. Leader applications (Elizabeth Ryan for Pam Wilmot)
 1. Fatemeh Haghghatjoo was approved as a three season.
 2. Heather Mills was approved as a three-season leader.

6. Next Meetings

Tuesday, February 11 - Alex Nedzel (Lexington)
Tuesday, March 10 - Rob Zoletti (Needham)
Tuesday, April 14 - Stephen Conlin
Tuesday May 12 - Morgane Treanton
Tuesday June 9 - Elizabeth Ryan (Billerica)