

## **H/B Monthly Meeting Minutes**

**DATE/TIME:** Tuesday, September 14 2021 meeting at 7:00pm

**LOCATION:** Zoom Meeting (online)

**ATTENDANCE:** Elizabeth Ryan, Keith Watling, Steve Conlin, Chao Xie, Jess Halvorsen, Alex Bernson, Jim Robinson, Deb Conrady (guest), Bob Vogel (guest), Pam Wilmot, Morgane Treanton, Alex Nedzel  
Approved the June minutes

Annual summit - turned into "Fall Fest"

Oct 16-23

Label trips as FallFest in that time frame

Club's LRG (Leadership requirement guidelines) will be revised and released in Jan 2022

Leadership committee at chapter level

Unifying activity leader requirements across the committees

Phil Barona to lead committee

One representative per activity

One representative across all affinity groups

One DEI rep

One member at large (not a leader)

Leadership training dates are set Sept 30, Oct 7, Weekend Oct 15-17th

Not yet posted

Chapter will no longer subsidize leadership training up front.

Will still reimburse training when someone becomes a leader

Chao - Link on chapter website says reimbursal after two co-leads - voted on May 2019 at executive committee meeting

Steve - how was decision not to subsidize made?

Was made by treasurer - seems like there might be other factors in play

Ongoing discussion at exec committee level

WFA - at chapter level - Paul is taking it on

Future meetings review stance on WFA

May need to extend grace period for WFA renewal if we can't get additional trainings lined up

Training available through other sources

Chapter's annual meeting November 14th (Sunday evening) Virtual meeting

Chapter leadership - Chair, Vice chair, and treasurer are all stepping down

Elizabeth and Jesse Waites are up for Chair and Vice chair, respectively

Elizabeth is looking for someone to take on SHP

Numbers of trips -

2021 events - ~90 (maybe 85) (exclude events that were canceled)

Instructional/social/online events included

In 2020 we had run 70

Obviously way under pre-covid #s.

But increasing!

Jim: trip #s seemed to drop significantly in the summer

Morgane: Trip Approvers are seeing an uptick in the numbers of trips posted

Leaders are making a number of mistakes in the ActDB postings; Morgane to send around the Common Mistakes Documents

Reminder to leaders and coleaders to share the posting with each other and review the work

Jim has reviewed the document as well and made some suggested changes

ER to send out the list of standard abbreviations for the trip difficulty rating

Jess: WHP update

June- optimistic outlook for in-person instruction

Now seems unlikely

City Sq. is reserved, but most likely will do virtual instruction

In-person breakout sessions at the Blue Hills/Middlesex Fells

Feedback from last year's participants

Virtual instruction was more accessible to people

But social aspects were lost

Current plan is virtual instruction with local hikes early in the program (need ideas for logistics/timing with lectures)

Planning a kickoff meeting for Sept 28th (Tuesday) 7pm

Will send note to HB leaders to join

Completed 4 season leader survey to get an idea of who is planning to lead

Number of trips is limiting factor for how many we can enroll

Last year we had limited number of leaders

More interested leaders this year

Should be able to leave state of MA this year, too

Anticipate larger cohort for instruction this year

Leaders are interested in fewer, smaller trips; no one is interested in overnights

Likely cap at 60 participants

Pat Grimm and Steve Duly will take on trip planning

TLDR: can do more than last year, but we are not planning a return to pre-covid

Added benefit - with no in-person instruction, food and venue costs are non-existent, so cost can be reduced

Keith - why the increase in possible enrollment

Jess- trying to average across interest level expressed by leaders, likely trip participation level by participants

(Pam and Jim expressed interest in leading trips for WHP in the chat)

Rob - budget update - 2022

Elizabeth: Focus on programs

Budget for full programs, normal Harvard Cabin usage, full projects

Better to ask for more up front, rather than ask for more \$ mid year

Rob - we had anticipated a full WHP for this past year, and that may impact what we receive 9k and change at Bank of America

3k in Paypal  
Working with ~\$12k in account

For SHP - looking for new venue based on public transit accessibility and budgeted for potential price increase

Simplify food and snacks - provide pre-packaged snacks for all (no leader food)

Remove food handling as a factor

Planning meeting by Zoom

WHP budget - similar adjustments to food handling/budget

Expect lower enrollment, net income of ~\$900 as budgeted

Cardigan lodge trip is paid separately by participants

~\$7k - assume COVID and sleeping restrictions are resolved

Different rates for spring vs winter? Questions around line items for participant fees

Cardigan is weird with the way the WHP event rolls over into the following year's budget

Reservation for Spring cardigan came through earlier today \$6052 for 2 nights/54 people

Elizabeth - suggests going offline to correct cost issues around Cardigan budgeting

Small loss on cardigan - due to gratuity

Can't have committee subsidizing Cardigan

Tradition has played a role in cost setting

Break-even cost to participant is ~\$142 per person

Elizabeth - incorporate the hard numbers from the spring reservation to use for cost setting

Cardigan of Jan 2023 we can price according to what is charged at the time

Steve suggests - leaving the number at a loss until final decision is made to preserve flexibility.

Rob - strong preference for neutral (net \$0) cost structure based on club guidelines; revisit with actuals

Elizabeth - plan to revisit with Chris

Harvard cabin trips - Budgeted to break even

Planning approx once per quarter Q2, Q3, twice in Q4

Some trips lose money, some trips make money

Need to promote trip

Need to cover cost of food, and at least 10 participants

The more people you have the lower the cabin fee per person

Need high efficiency for purchasing food and planning meals

Jess - Keep track of it, and if we're consistently losing money on it revise strategy

HB committee -

No trips, workshops, or training.

Plan for food for in-person committee meeting once per quarter

Budget for QuickBooks, but Rob needs experienced help with implementation

Chao - HB laptop MS office license?

No budget for leader appreciation night

No budget for leader development (not at a committee level right now) those will move to chapter based model - ensure all leaders are being recognized, not just leaders in some committees

Trips, Other tab

Includes possible trips leaders have planned in the past

Presidential range hike, map and compass, etc

Generally run cost-neutral

Bottom line, net surplus (~\$1000 gained) Prefer to keep account balances around \$10k, if we drop lower than \$8k cash reserve that's concerning

Chao - purchase request for microspikes

Rob - managing loaner assets make some committee members uneasy

Purchase 3 microspikes to start with to keep as a committee

For leaders to loan to participants

\$210 for HB

Double that used for YM

Morgane - who keeps them on the YM side?

Chao has 3, Jesse has 3?

Morgane - good idea, helps to get over hurdles to access

Keith - why only 3? Why not 6

Chao - don't know how its going to work

Test case

Keith - 3 isn't enough to have an impact

Only get a chance to ask for a big number once

Chao - doesn't want them "sitting idle"

Morgane - what about sizes - 2 smaller 2 larger?

Chao loans his personal microspikes as well

Jess- not entirely opposed - reservations with regard to logistics

Who is responsible for getting them back?

How do we need to ensure access for different people?

Is there any liability associated?

How would they be used? (a regular user should get their own pair)

Chao - family outings has 20+ pairs of snow shoes

No formal checklist

In writing - leader always returns it

In practice, for YM there's "always somebody" who signs up for two hikes in a row, return to leader on next trip. "Use participants" to ferry

Regarding abuse - record every time it's used - tell people it's meant for trying it out, or limit # of uses per participant

In practice, most participants who borrow wind up buying their own

Morgane - more intended for front country or beginner trips, shoulder season not a factor

Jess - when 3 season hikes become 4 season hikes, get microspikes for participants who might not have them

Jim - comment/question - about gear failure - for front country trips possibility of failure is less of an issue

Alex - keep in mind the smaller you size them, the more likely they are to have a catastrophic failure

Chao - 6 from different brands? Request Dollar amount?

Jess - devil's advocate - are we comfortable with our \$ subsidizing a benefit for a minority of participants -

Steve - do we want to phrase as a motion/change proposal

Idea is to bring more people in

Steve - money well spent if we can reduce a barrier for some participants

Jess - use the metrics and tell if it's a useful thing

Steve - propose motion for \$500 to Chao to purchase different brands and sizes, to report back to group on effectiveness - some logistical details to be discussed

Morgane - seconded

Rob - where will this fit in the budget?

Jess - similar magnitude relative to cardigan costs

Vote - no absentions/objections - motion carried unanimously among committee members present

Elizabeth - temperature of group on budget - will continue working with Rob, vote on it next month

#### Leadership Applications

- JR Lowery approved as a Three Season Leader
- Mary Anargirou approved as a Three Season Leader
- Jim Hutchinson approved as a Three Season Leader