

H/B November Meeting Minutes

DATE/TIME: Tuesday, November 8 - meeting at 7:00pm

LOCATION: Zoom Meeting (online)

1. **Introductions and Welcome.** In attendance: Elizabeth Ryan, Katie Bartel, Keith Watling, Rob Zoletti, Tom Kenyon, Ed Batutis, Jess Halvorsen, Morgane Treanton, Jon Niehof, Eric Robbie, Stephen Conlin, Majid Ali, Chao Xie, Sarah Frisken, Alex Nedzel. Guests: Amy Kelliher, Wes Immel, Bob Vogel. Missing: Alex Bernson, Deb Conrady, Pam Wilmot, Shannen Esposito (guest).
2. **Approve Minutes (October):** Approved with no further edits. Going forward, highlight any action items for all meetings.
3. **Operational Updates**
 - Functions
 - a. Executive Committee (KW)
 - 11/13 – Chapter Annual Meeting @ 7pm. Volunteer of the year awards. Majka Burhardt is guest speaker.
 - New Outdoor Connector will be launched in 2023. System testing and input will be Q1/Q2 2023. Note: the leader list should be up to date, as it will be entered by hand. **Action item: Alex Nedzel to ensure HB leader list is current.**
 - Chapter budget was approved. Can go ahead with leader appreciation event.
 - 2023 goals: due by end of December.
 - b. Treasurer (TK/RZ)
 - \$15,834 cash on hand
 - Input = \$4,600 from WHP. Preliminary budget was accepted with no changes, including the \$2500 leadership appreciation.
 - Refund/Cancellation policy: **Action items: Rob to update the finance worksheet and will post on Leaders' Corner, & Tom to send updates to the committee.** Trip Approvers will double-check that the policy is included in the payment section of trip posting.
 - c. Trip Approver (MT/KB)
 - Lots of trips being sent back (some are by new LITs, some are WHP, some missing trip financials). All leaders running trips with a financial component should be reminded to submit worksheet in advance. After the leadership training, resend the reminder to everyone that if there's a fee, approval must be obtained before trip is submitted.
 - **Action items: Tom to send a reminder in mid-November, and Morgane to update Common Mistakes with the financial cancellation policy.**
 - d. Trip Reporter (EB)
 - October saw a jump in the number of trips (15) but with fewer participants as compared to 2019. There have been 65% participants (1,101) as compared to 2019 (1,689)
 - Cancellation rates seem high. That data might be available in REGI.
 - What's the sweet spot for trip lead time (i.e., is it better to post a trip 1 month in advance vs 1 week in advance)?
 - e. Harvard Cabin (MW): N/A
 - f. Leadership (AN/SC)

- Systems access for new LITs is done.
- There is work to do re: leader list (active vs nonactive leader). What's needed is to identify anyone who has led a trip in the last few years, but the club system doesn't provide the necessary data at the moment. Only way to keep up with this is by WFA requirement.

Programs

- WHP (ER): Underway. 126 participants, all going well so far. There are 41 trips on the books so far with a few more to be added.
- Winter Leader Development (ER): This is a non-WHP initiative to broaden the winter leadership base by providing current winter LITs an opportunity to boost their skill set and encourage them to lead trips later in the winter. It's in progress and going well. 7 trips are live and starting to fill. There is a spreadsheet to connect 4S LITs with 4S Ls whom they may not know, and to encourage 4S Ls to take on a 3-person leadership team.
- FLP (JN/AK):
 - Good turnout at trip planning meeting.
 - LITs don't have to do 100% of the duties when planning a trip; they and their mentors can determine what makes the most sense for them.
 - Fall program stats: 27 graduates, 2 of whom had taken the 1-day program in the spring. Of those 27, 21 are interested in HB trips. 14 instructors (9 returning, 2 new to full program, 3 completely new).
 - LITs have the COVID rules based on outdoors.org from the April 2022 newsletter. Anyone mentoring HB LITs use the common mistakes document.
 - **Action item: JN will compile the COVID rules and send to Elizabeth for approval.**
 - SLP will be determined soon. Historically in May.
- HB Announce (MA): going well, 2x/month
- Social Media/Website (AB): MT - access granted to new website.

4. Discussion Items

- 2022 Status Update & 2023 Goals (KW)
 - Active Conservation
 - o Ride-sharing: increased willingness to carpool.
 - o Trail work:
 - Current goal: 100 volunteer hours of trail work. status: 93 hours so far, and another one in the Blue Hills on 11/20 will push us over the goal.
 - Next year will commit to 150 hours, with 10 people who are new to trail work
 - How to expand beyond the Blue Hills next year?
 - Talk to Jenn Parkos to take this to the White Mountains? Jenn could help with conservation initiatives other than trail work
 - Lots of trails in WM always need maintainers. HB could adopt one. AMC trails are popular, but forest service trails are available.
 - **Action item: KW, SC, JN, and AN will get in touch with their relevant contacts regarding expanding HB's trail work**
 - Outdoor Journey

- Advertised DEI on HB Announce and Facebook
- How to do more next year?
- Recreation Network
 - Commitment to migrate Committee website to new chapter site: on hold.
 - Organize more hikes. 2023 goal: lead 10% more hikes in 2023 as in 2022.
- b. Carpooling Metric (CX)
- How best to measure carpooling metrics?
 - Track the people-per-car ratio (add to trip report) and compare how it changes over time.
 - Ask leaders a question about “did you drive today?” in real time at the trailhead. (Can’t update the waiver, need another way to capture this)
 - Add a line in the trip report and have the leader count cars. **Action item: KW & CX to finalize the metric.**
- Post carpooling locations on our website/Leaders’ Corner
 - c. Boots on Trail (BOT) update (PW): Postponed
 - d. ProDeals Eligibility/Clarification (JH)
- Must be a 3S or 4S HB leader & have played a significant role in 3 trips in last 12 months (or 6 in last 24 months). Non-HB trips are accepted, and multi-day trips count as more than 1 trip.
- **Action item: JH to email AB to update ProDeals section of the website**
- e. Leader Social in November (JH): Sam Adams no go; Turtle Swamp a possibility.
 - f. December HB meeting (KW): in person with zoom option as well.

5. Executive session

- a. 3-Season Leadership Application
 - i. Shannon McKenzie was approved as a 3-season HB leader.

6. Future Meetings

- a. Tuesday, December 13 (in person)
- b. Tuesday, January 10
- c. Tuesday, February 14
- d. Tuesday, March 14
- e. Tuesday, April 11
- f. Tuesday, May 10
- g. Tuesday, June 14