

H/B Monthly Meeting Minutes

DATE/TIME: Tuesday, September 20, 7:00pm-9:00pm

LOCATION: Zoom Meeting (online)

1. **Introductions and Welcome.** In attendance: Keith Watling, Jess Halvorsen, Alex Nedzel, Bob Vogel, Rob Zoletti, Morgane Treanton, Eric Robbie, Tom Kenyon, Ed Batutis, Sarah Frisken, Chao Xie, Majid Ali, Pam Wilmot, Alex Berson

2. **Approve Minutes (June): Approved.**

3. **Operational Updates**

Functions

a. Executive Committee (KW):

- Anti-bias training 9/18 canceled
- Annual meeting coming up, each committee's annual report due 9/26
- Budget due
- Second round of special projects funding
- Club is requesting ~14k for fish ladders in ME
 - Chapter has 22k left for other initiatives
- 5 people being considered for member at large on executive committee
- Cindy requested nominations for volunteer of the year award (1 per activity committee)

b. Treasurer (TK/RZ)

- Cash balances remain steady over the summer (large payout for presidential range hike)
- There was no second transaction fee charged for refunds on Paypal
- Budget discussion:
 - Prelim budget due to chapter 9/30 (need cash balances, 10/2 more likely delivery date)
 - Final review 10/11, final doc to chapter 10/28

Reviewed Budget Activities and Items

SHP - with Sarah

SHP Backpacking weekend - with Mark

WHP - with Eric

Cardigan - with Elizabeth

Harvard Cabin - with Mark

Miscellaneous - Tom and Rob

Committee - partial with Keith.

- The Committee agreed to hold 3 in-person meetings, the rest over Zoom.

- Leader appreciation night: last year, we could not include this. Possible suggestion: renaming it or shifting the focus (e.g., Leader development, Leader social, Miscellaneous leader events, leader retreat/invited lecture rather than a night out).
 - What was the previous budget? Paul Terenzi to assist with prior budget numbers.
 - leader appreciation is different than a leader retreat / lecture / development
 - Include a line item in the budget for “Leader Development” = Harvard Cabin cost (plus food) plus a speaker honorarium. Sarah Frisken to assist.
 - Budget for new capital/equipment (i.e., microspikes)
 - Chao to report on usage stats/numbers at October meeting.
 - Not all money budgeted was spent.
 - There is a need for more, but there were logistical challenges in spike delivery
 - Decision: Budget for money that was unused after last year’s purchases
 - Line items left from last year’s budget
 - All of them are normal trips, not necessarily special line items for budget. Unless there is a strong need to call them out, Tom suggests leaving them off.
 - If the expectation is supposed to be revenue neutral, no need to put in budget.
 - Jess – previous expectation that anything that is bringing in \$ and putting out \$ should be on budget?
 - Previously this was not done for money-neutral trips, but doesn’t mean it can’t.
 - Large program trips should theoretically be included
 - Solid numbers budgeted for the instructional programs (committee to review line items on own time)
 - How do numbers compare to last year? Tom to doublecheck variance and make sure we’re on track
 - Rob – reduced expenses for SHP by removing book and changing venues; reduced fee proportionately
 - Lastly, Excess trip surplus – propose we refund participants if more than \$15-20 per participant funds collected in excess. Not worth the effort for low variance, but need a guideline.
 - When Jess has had this arise on trips, most participants willing to consider it a donation to the club.
- c. Trip Approver (MT/KB)
- Trips are turning over
 - Some people are not following the new “common mistakes” document
 - Ask Alex B. to remove old files from the back end
 - Alex – it can be done, but do we want to keep a record?
 - Chao – keep revisions in archive folder, name file/location “latest” when you upload

- d. Trip Reporter (EB)
 - Current numbers continue to fall further behind 2019 number of trips and number of participants, especially in July and August. 63% of the total number of participants.
 - Tom – do we have the same number of leaders? Alex – leader # is roughly comparable
 - Deb and Ed to follow up on # of SHP trips that ran in July
 - Chao – are we including local hikes in count from 2019? Are we reporting the trips to WMNF? (yes)
 - Executive Committee requested a chapter report on trips, so Keith and Jess may need input
 - Tom – key goal is to get boots on trails. How are we going to respond to data that says we're not getting boots on trail?
 - Pam is taking on a special project to look into problem. Interim step could be email from chair to leader list asking for more trips. Still need to continue collecting more data/diagnosing the problem
 - Eric – so the situation is we have the same number of leaders, and fewer trips. Q for Alex – metric for active leaders? A: Ed might have this data. At a high level, we currently have 82 leaders with WFA fully qualified to lead trips (combined 3 and 4 season). At end of year, 26 leaders' WFA expires; 32 leaders' WFA expired prior to 2022, some may or may not renew WFA.
 - Q: Are WFA offerings lacking or are they not well publicized? A: Supply for WFA classes has improved
 - COVID is still an issue for running trips/trainings.
- e. Harvard Cabin (MW): N/A
- f. Leadership (AN/SC)
 - There is no formal policy for requiring a coleader on a trip.
 - Morgane – we did decide previously that all trips need to have either a second leader or a leader in training. That should be default, and if you want an exception take it to trip approvers.
 - It is not in the rules, but it's in the trip approver guidelines; and it's been 3 or 4 years since last request for exception.
 - Alex – not all trips need a co-leader, if anyone is interested in further discussion
 - Action item: conversation with Morgane, Bob, and other stakeholders to brainstorm ideas

Programs

- a. SHP (SF): last trip was in August. SHP came in slightly under budget. Leader and participant surveys are back, will incorporate into next year's program. Planning has begun for next year.
- b. WHP (ER):
 - presenters, trip coordinators in place
 - 120 participants, 20 exclusively for 3S leaders and LITs who want to gain expertise in winter hiking (the number 20 was chosen as a starting point) – they can join as participants, in the hopes of growing cadre of winter leaders. There are currently 43 winter leaders, with 13 facing WFA expiration

- Are these 20 3S/LITs required to be active (no, but that is implied) and is there an implied future commitment? (No but there is a reduced program price as incentive)
 - The audience is someone without winter experience. How do we capture the other group of leaders who have previously taken WHP and make sure they are comfortable leading in winter?
- c. FLP (KW): 2 day is moving ahead – dates are 10/12 (zoom), 10/19 (in person), 10/28-10/30 in person. 30 registered and paid.
- d. HB Announce (KW): this has been going out regularly. Majid has taken over; Chao handed off after mentoring. Majid’s key priority is to send on a regular schedule and minimize ad-hoc additions.
- e. Lecture Series: N/A
- f. Social Media/Website (AB): N/A

4. Discussion Items

- a. Approval of revised 4-Season Leadership requirements (JH): A revised 4S leadership policy will require 2 x 3S leads before a candidate can apply for 4S leadership. Committee is calling for a second approval vote in order to change the rule.
- **Motion passed unanimously** to approve the rule change to include “... an active 3 season leader with a minimum of 2 3 season leads”
- b. Front Country Leadership Policy for posting (JH): Committee voted in April to define all trips inside 495 or on Cape Cod as “front country”. Now calling the motion for another vote.
- Clarifying question – one hour rule is still included? (YES)
 - Although there may still be confusion on what “1 hour of definitive care” means, the goal is to make incremental progress while those discussions continue.
 - **Motion passed unanimously** to change leader requirements to include “Inside 495 loop or on cape cod” in front country trip definitions
- c. Goals Update (KW)
- **Ride sharing** – no progress
 - Manage comments on drafts – next step, ask for help with language smithing
 - Moving forward – Keith to help with writing email
 - **Trail work** – Bob Vogel ran 4 trips in the spring for 68 hours of trail work. Suggestion: someone else on committee to run a trip? E.g., Jon Niehof, others
 - Eric – suggestion – if we’re messaging to leaders, we need to model behavior and find a way to include that in messaging to leaders
 - **Outdoor Journey** – have leadership rep, and promotions out there for DEI events
- d. HB Annual Report (KW): previous annual report received; to be used as template for this year’s report
- e. Trip Leadership/Participation Initiative (PW): no further updates at this time.

5. Executive session

- a. HB Volunteer Service Award

6. Future Meetings

- a. Tuesday, October 11
- b. Tuesday, November 8
- c. Tuesday, December 13 (in person)