

MINUTES
PWV BOARD OF DIRECTORS' MEETING
January 19, 2023 – 6:30-8:30 p.m.
Conference Call due to Covid-19 concerns21

ATTENDANCE

- **Board Members:** Jim Branch, Rich Cappello, Jennifer Collins, Jeanne Corbin, Joe Cox, Ruth Janitscheck, Jim Medlock, Sean Orner, Jeff Randa, Dan Schultejan, Mark Snyder, Bruce Williams, Kevin Cannon (USFS Liaison)
- **Board Members absent:** Steve Musial, Pete Ramirez
- **Advisory Board Members:** Fred Allen, Chuck Bell, Kevin Cannon, Dave Cantrell, Mike Corbin, Elaine Green, Alan Meyer, Karl Ritters, Celia Walker
- **PWV Members, Other:** Josh Balzer, Leah Balzer, Tom Collins, Anne Yakos

ESTABLISHING QUORUM AND MEETING GROUND RULES

- Mark Snyder welcomed everyone in attendance.
- Ruth Janitscheck established a quorum was present.

AGENDA

- The agenda was adopted.

MINUTES

- The December 2022 meeting minutes were approved.

REPORTS OF OFFICERS

CHAIR REPORT

- Mark Snyder reported that efforts are underway around the strategic plan themes and there will be a review, discussion and update during the February board meeting.

(B) CHAIR ELECT

- Nothing to report from Sean Orner.

(C) IMMEDIATE PAST CHAIR REPORT

- Bruce Williams: We have discussed hybrid meetings and we are still looking at and planning to bring a motion to the board regarding it at the next board meeting.

(D) USFS STAFF REPORT

- Kevin Cannon is substituting for Matt Cowan. He mentioned that Matt Cowan's detail has been extended to the end of April. He will be back May 1. Hallie Groff is moving back to Rocky Mountain National Park and they have someone lined up from the Bridger Teton National Forest to come fill in behind her in mid-February.

(E) SECRETARY REPORT

- Nothing to report from Ruth Janitscheck

(F) TREASURER

- Jim Medlock: Sandy and Jim moved from QuickBooks desktop to QuickBooks Online and moved the files to Dropbox. We do not have the final financials for 2022.

Waiting for the endowment and operating reserve balances. Colorado Gives saw almost a 2k increase compared to last year. Amazon is discontinuing the Amazon Smile program. We still have the Kroger program. Bruce and Jim have discussed putting together a formal set of financial policies and a financial review committee, and they hope to present in March. He invited anyone interested in being involved to contact him.

NEW BUSINESS

2023 RAWAH TRAILS GRANT SUPPORT REQUEST

- Fred Allen moved that PWV funds thru our general treasury \$12,500 to continue repairing Rawah Trail North and a portion of Camp Lake Trail. A matching grant for \$12,500 will be sought, this project's funding is contingent upon obtaining the grant. The total cost is \$25,000. \$20,000 to hire Wildlands Restoration Volunteers for 2 weekends with 30 volunteers during the summer of 2023. The remaining \$5,000 would be used, if needed, for lumber, supplies, transportation, rentals, and feed. Jim Medlock seconded the motion. Fred Allen states the mission of PWV is to assist the Canyon Lakes Ranger District, this comes from our mission statement. The Forest Service does not have sufficient funding to undertake this project. PWV is in a unique position to support the project both logistically and financially. The restoration committee was formed 10 years ago to react to the 2012 fire and floods. The Rawah Trail was fortunately not affected by the fires and floods but rather years of neglect and deferred maintenance. Last year the board approved funds to work on the Rawah Wilderness. Last year while packing in a youth crew to 7-mile meadows campsite members of the Stock contingent observed firsthand the rough conditions of Rawah Trail. Matt Cowan was notified and within 72 hours he hiked, photographed, and took notes of the work needed. Matt met with Kevin and developed a plan using Google Earth to show the plan. Nate from WRV hiked the trail with the plan and devised multiple work sites within miles 5-6. Some of those projects were accomplished in September of 2022. WRV has the leadership and skilled volunteers to tackle the project. PWV could learn from how another local non-profit does good work on our public lands by assisting in this and are welcome to. PWV has worked before with other friend's groups in WY and CO. PWV has worked with WRV 4 times in the past 15 years. Fred remarked that he has no problem being the point of contact with WRV. Fred asks the board to approve the project tonight so the fund development committee can get to work writing a grant so we can reserve one weekend in July and a second in August.
 - Bruce Williams asked who we would go to for grants, how much do they cover and when would we know the outcome. Fred says there are multiple sources, there is some available from Community Foundation where we keep some of our endowment funds, and NWSA acts as a broker with several grants with the Forest Service and the National Forest Foundation. We've successfully had these matching grants in the past. 50/50 is typical and putting up 50% makes it go a lot smoother. Afterwards we file a report detailing how the money was spent. Grants are most likely due in February and he thinks we should hear back by April.
 - Karl Ritters moved to amend the motion with a statement that the implementation of this project shall be managed by Fred Allen. Rich Cappello seconded the motion. Karl thinks the project is well defined, but someone should take responsibility for carrying it thru. The motion passed.

- Celia Walker asked how much lead time WRV needs to know that we want their time. Fred answered, last week and he plans to put in the request immediately if the motion passes. Celia asked what happens if we book the work and don't get the funding and Fred remarked that they're willing to do it and wait for the grant outcome. Mark Snyder interjected that Matt Cowan has tentatively scheduled WRV for this summer, but if he does not get his grant, he will not be using them this summer.
- Jim Medlock said that the \$12,500 would be easily covered in our unrestricted cash balance which is approximately \$60k at the end of the year. This is a great opportunity to take one of the strategic plan items of the fund development to help develop ways to fund additional projects with PWV.
- Jeanne Corbin is concerned that PWV money may go to another organization that is expensive and she appreciates the approach to use a grant to help fund a project. Matt hasn't seen all that PWV can do, for example, the first bridge on North Fork and the second bridge on Young Gulch were built by PWV and feels that PWV can do this project. Mike Corbin explained that his restoration plan is multiyear, he's attempting to build capability and get more folks out doing this type of work. We are a boots on the ground organization and we should be using our funding to do the work ourselves. Fred comments that we have been paying Larimer County and Rocky Mountain Conservancy for years for work they've done. There is years of work to be done on this trail that PWV can take on.
- Alan Meyer wondered if Matt had ever brought this work to the restoration committee and would like to see more clarity from Matt earlier in the season.
- Jim Branch thinks we owe it to the public and the Forest Service to get the work done as quickly as possible even if it means we need to raise additional money. When the work is less overwhelming, we can certainly do it ourselves but in this pinch period it's a reasonable thing to do to satisfy the Forest Service and the public.
- Chuck Bell thinks we should do the work that's got to be done and remarked that the deterioration of the Rawah is why he formed PWV. He thinks we should use every opportunity we get to improve the Rawah trails. He supports the motion.
- Elaine Green asked if Jim means we should abandon the system of committees for budgeting. Jim Branch and Mark mentioned that we should stay on topic for the motion.
 - The motion was brought to a vote and passed.

ALLOCATION OF THE COLORADO GIVES DONATIONS UNDER POLICY #11

- Jim Medlock moved that PWV retains the entire 2020 undesignated CO Gives donations in unrestricted cash to be used for PWV operations. Bruce Williams seconded. Jim explained that policy #11 requires the board to decide annually based upon the amount that has been given in the CO Gives program as non-profit's discretion. Whether we split that money between the use of PWV and putting it into the endowment fund. His opinion is that the \$10,850 that was received last year will support all the activities as opposed to putting it into the endowment which is difficult to get the money out of if we need to. Bruce Williams asked for clarification on what we can withdraw from the endowment and if that was only the growth. Jim confirmed that this is the case. Bruce pointed out that if we want to use our donations for

operations it would be best to pass the motion so we can use all of that money instead of a fraction of it. The motion was brought to a vote and passed.

CLARIFICATION OF POLICY #21-DETERMINATION OF AMOUNT IN OPERATING RESERVE

- Jim Medlock moved that we make revision to policy #21 as outlined in the document shared with the board. Bruce Williams seconded the motion. Jim feels the way the policy was written is confusing. There are several items that are part of the financials at the end of the year. Items that relate to changes in value of the operating reserve and endowment fund. They're not budgeted but they are part of the finances. Instead of having it as part of the budget process, to make the decision as to the amount in the operating reserve to be tied to the presentation of the year end financial statements. Also to better define what the policy requires and those items that are not part of the operations but rather more of a financial activity would not be part of the operating reserve. Jim would like the hired crews for restoration to be taken out of the operating policy because it fluctuates significantly from year to year. Bruce Williams mentioned that it's normal for nonprofits to have an operating reserve that supports our operations during a low funding year. Jeanne Corbin asked why he went to just one prior year as opposed to an average of the last 3 years. Jim says he typically has seen one year in his experience but 3 years is a good suggestion. Celia Walker liked the 3 year model and moved to amend the motion to say "the reserve will be approximately 1.5 times the average of the prior three year's operating expenses". Jeanne Corbin seconded. The motion went to a vote and passed. Jim Medlock moved to vote on the amended motion to revise and clarify Policy #21. "Each year during the presentation of the year end Statement of Financial Position and Statement of Financial Activities the PWV Board of Directors will establish the budget reserve for the year. The reserve will be approximately 1.5 times the average operating expenses for the prior three years. Operating expenses are defined as all expenses with the following exceptions: Restoration/Hired Work Crews (Account 7105), Operating Reserve Market Value Changes (Account 4167), Endowment Fund Unrealized Gains/Losses (Account 4817), and Endowment Fund Administrative Charges (Account 4818)." The motion passed.

SPRING TUNE-UP UPDATE

- Celia Walker spoke for Janet Caille. They're asking the committee chairs to decide what they're going to bring to the spring tune-up and get that to Linda Reiter by their deadline.

SPRING TRAINING UPDATE

- Jeff Randa discussed the venue and a gap in resources. Jeff confirmed that Spring Training is scheduled at The Buckhorn and Retreat Center May 12-14. Our contribution back to the Buckhorn is \$500 and some trail work. He discussed weather contingency plans and the option to use the Colorado Youth Outdoor Group. He is signing an agreement with them to use the facilities even beyond Spring Training. The committee is preparing to implement a new committee chair process similar to the organizational chairs in which one chair is in training and another leads and they rotate out from being trained one year, training the next and leaving after that time is served. He asked for volunteers to join his committee. He's also asking for leads to fill 3 gaps in his positions for check-ins, housing assignments, and someone to put out a survey to membership looking for help with each of the teams. He mentioned that Mike Higgins put together a survey on that which is ready to go. He asked board

members to consider helping out. Alan Meyer asked if we would do a 3 day event at the Colorado Youth Outdoor Group or a one day trail like we've done in the past. Jeff remarked that we would like to do a 3-day event if possible. Jeanne asked what the cost is to reserve the space as a contingency plan. Jeff replied that it borders on no cost. He reiterated that a 3-day training is important for our social events that contribute to retention.

2022 OBOZ FORT COLLINS TRAIL EXPERIENCE

- Jeff Randa gave an update on the 2022 event in which Brown's Shoe Fit sponsored and we got named as the non-profit who received the donation. Fort Collins was one of the founding cities of this event. We were on the planning team. We enjoyed a \$400 donation. Sponsors were focused on the community. We had 400 registrants and 276 participants, the largest of any of the cities. We presented at the after party and shared what we did with the Cameron Peak Fire. In 2023 we moved it to September and have had sponsors surface in Loveland, Wellington and Windsor so we are going to expand the reach for participants in those cities. We have 19 committed trail sponsors. He would like to share more about this event in August. Brown's shoe fit offered a 15% friends and family discount for our membership.

FINANCIAL CHECKS AND BALANCES

- Dan Schultejan mentioned that PWV will soon have financial structure in place and he is willing to help with that. He then spoke about leadership, group dynamics, and PWV overall. He remarked that he liked the way this meeting has gone. He mentioned Robert's rules and, in his experience, rarely using them. He remarked that he prefers Grice's Maxims. He then went over the Maxims with the group. He spoke about a need for more fundraising. He wondered if the funding influences our membership and training. Should we consider ramping up our fundraising efforts? Jeff Randa mentioned that this falls into our strategic plan and will reach out to Dan to discuss this further.

GEAR COMMITTEE CHAIR

- Sean Orner announced that we are without a Gear Committee Chair and members. Dan Schultejan volunteered to take it over. Ruth Janitscheck asked for details of what the committee does. Sean explained that they organize and distribute shirts, maps, patches, hats and name tags for spring training and via the website ordering system. Jeanne mentioned that we need to vote on this if Dan is wanting to chair the committee. Jeff Randa moved that Dan becomes the Gear Committee Chair. Ruth Janitscheck Seconded. The motion passed.

STRATEGIC PLAN-RETENTION

- Alan Meyer went over a portion of his Strategic Plan for Member Retention to fill up the remainder of our time. He went over statistics for attrition. We expect to lose people every year. He cited illness, injury, aging, moving, family, and jobs. Our retention is in line with other groups. Input from our Canyon Lakes Liaison is that our retention is not bad. In 2018, CSU Professor Rebecca Niemic wrote an article specifically focused on retention in wilderness volunteer groups, using PWV as her data source. We currently track member retention in the following ways; hold exit interviews for non-returning members, hold 3 social events each year, and periodically consider additional actions and recommendations. He plans to go over their ideas to improve retention at the next board meeting.

RECRUITING

- Celia Walker mentioned that we have 30 applicants in the first 2 weeks of our application being open and it's a pretty good record.

CLOSING

- Mark called for a motion to adjourn, Bruce moved, Jeff Randa seconded.

Next Board Meeting: **February 16, 2023, 6:30 p.m.**