

MINUTES
PWV BOARD OF DIRECTORS' MEETING
January 18, 2024 – 6:30-7:30 p.m.
Hybrid Meeting

ATTENDANCE

- **Board Members:** Rich Cappello, Jennifer Collins, Joe Cox, Donald Gibbs, Ruth Janitscheck, Randy Jones, Jim Medlock, Sean Orner, Jeff Randa, Dan Schultejann, Mark Snyder, Matt Cowan (USFS Liaison)
- **Board Members Absent:** Steve Musial, Anne Yakos
- **Advisory Board Members:** Tom Adams, Chuck Bell, Kevin Cannon, Mike Corbin, Elaine Green, Karl Riters
- **PWV Members, Other:** Jeanne Corbin, Stephanie Simmons, Beth Wilcox, Sarah Woehrer

ESTABLISHING QUORUM AND MEETING GROUND RULES.

Sean Orner welcomed everyone in attendance. Ruth Janitscheck confirmed a quorum was present.

AGENDA

The January 2024 agenda was adopted.

MINUTES.

The December 2023 meeting minutes were approved.

REPORTS OF OFFICERS

(A) CHAIR REPORT.

- Sean Orner thanked everyone for the opportunity to be here as Chair and welcomed any comments and feedback.

(B) CHAIR ELECT.

- Joe Cox extended an invitation to committee chairs and board members for coffee to get to know everyone. Jo Clements had been running the online store and she has a new job, so she asked Joe to take over. He will be setting up deliveries from his house. We have our first aid and wilderness first aid classes on the calendar.

(C) IMMEDIATE PAST CHAIR REPORT.

- Nothing to report from Mark Snyder.

(D) USFS STAFF REPORT.

- Nothing to report from Matt Cowan.

(E) SECRETARY REPORT.

- Nothing to report from Ruth Janitscheck.

(F) TREASURER.

- Jim Medlock said we are very close to closing the books for 2024 and he plans to present the financials at the February meeting. He has been working with Tom Collins to get PWV information on charity sites. He was successful with all but Candid and he found that many other nonprofits had posted their form 990, which is filed annually with the IRS, on their website. He worked with the web team to get a link to our financial information on the website. He hopes that providing this information for possible donors will help bring additional donations in the future.

REPORTS OF COMMITTEES

(A) SUPPLEMENTAL TRAINING REPORT

- Jeff Randa reminded everyone about the presentation with Megan Maiolo-Heath, from the Coalition for the Poudre River Watershed (CPRW) on February 6th. He encouraged members to attend.

(B) KIN REPORT

- Stephanie Simmons reported that they had a great year and are moving slowly up to pre-Covid levels. They trained 24 people last season, bringing them up to 39 members. They had 10 hikes scheduled and 6 of them occurred. They reached 59 kids and 29 adults, up from 35 kids the previous year. Their educational outreach programs had a 64% success rate. They reached 461 kids and 128 adults with our outreach programs. We started with Berthoud Loveland Homeschoolers, and they plan to continue with us. They had some new programs, The Children's Water Festival, The Gardens at Spring Creek Pollinator Program, a picnic with the Grand Family Coalition. They tried a new hybrid in town hike with the La Familia Center because they're having trouble with transportation. They also started programs with their preschool program. This year they're still going to continue their trailhead hikes, city-based hikes, and educational outreach events. They are talking with Whitney Mccurry to no more programs with the Forest Service. They want to try to meet with agencies before their hikes because a lot of parents are reluctant to release their kids to us. We want to help them learn about what we do, our programs and to feel comfortable letting their kids go with the program out on the trails. They're going to try to reconnect with the Boys & Girls Club. They had a hard time with transportation and staffing in 2022, we didn't do anything with them in 2023 so we are going to reach out to them and see if we can get back on track with us.

(C) OUTREACH REPORT

- Jeff Randa reminded us of the color palette and font scheme they developed to use for external communication and branding. The web team is working on updating the website with the new look. We aim to use this palette to make our external communications look more professional and cohesive.

(D) STORAGE UNIT LOCK

- Elaine Green reported that the lock on our storage unit has failed in the locked position and will not open. Sean Orner asked Elaine to get a notice out to committee chairs.

NEW BUSINESS

(A) BOARD MEETING CALENDAR DATES MOTION

- Karl Ritters moved that we shall not schedule a May BOD meeting due to conflict with PWV activities in preparation for Spring Training. The December BOD meeting shall be held on the second Thursday of the month to avoid conflict with Holiday activities later

in the month. The motion was seconded.

- o In the past we have always canceled the May BOD meeting and it would be more productive to not post it on the website calendar as opposed to posting it and taking it down every year when the meeting is canceled. Over the holidays many people are involved with activities so many times in the past we have changed it to the second Thursday as a convenience.
- o Mike Corbin supported the motion for May and pointed out that if we do it on the 2nd Thursday, it could mean the board meeting is happening as early as the 8th of December. He suggested we keep it on the 3rd Thursday and change it as needed because either way, we'll be changing it occasionally anyway. The motion was amended to remove the section of the motion regarding the December meeting. The amendment carried.
- o The amended motion was approved.

(B) COMMITTEE EXPENSE APPROVAL MOTION

- Jeanne Corbin moved that the Committee Chair (or designee in writing to the bookkeeper and treasurer) must approve all expenditures for a committee before a payment is reimbursed. Joe Cox seconded.
 - o Jeanne keeps records of her committee's expenses, and they rarely agree with the treasurer's report. Some expenses have not been listed on her committee but have been reimbursed. She worked with Jim Medlock and Sarah Woehrer, and they are supportive of the motion. Sarah said it's important for checks and balances and fraud control, general best practices. It would make expense tracking more accurate as well. The chairs would see all the receipts and she can email them as well as the member requesting reimbursement once she has sent the check, so there is transparency. Jim Medlock thinks it's a vital piece of our controls for PWV. Sarah and he are working on a PWV financial policy that he is hoping to present to the board in March or April and asked if there is any board or advisory board member that would like to be in review of that before they present it to the board to please contact him. They will probably start working on that mid-February. Elaine Green thinks this will support our mission to empower our committee chairs. Mike Corbin feels it will decrease errors. Sean Orner asked how Jim expects this to work. Does the non-committee chair asking to be reimbursed expected to demonstrate approval or would they still send receipts directly to the bookkeeper and the bookkeeper is following up with the committee chair to request approval? Jim would prefer that committee members route any reimbursement requests through the committee chairs but if they get a request from a member, they will contact the committee chair for approval and then let the requester know it was approved by the committee chair and therefore approved by the bookkeeper, encouraging them to get approval from their chair first. Jeanne mentioned that she asks her committee members to copy her on reimbursement emails and it works well for her.
 - o The motion passed.
 - o Jim Medlock will send an email out to all committee chairs tomorrow letting them know about this new policy.

(C) WILDERNESS ACT 60TH ANNIVERSARY

- Jeff Randa asked for general feedback from the board and advisory board about the celebration. The 60th anniversary of the Wilderness Act is September 3rd of this year. There are 800 wilderness areas in the United States. We patrol 4 of them. The World Wilderness Congress is having their convention that occurs every 4 years and this is the

first time it will be in the United States. It's a week-long event and located in Rapid City, South Dakota. People come from around the world to attend this. Every year the National Wilderness Stewardship has a workshop that focuses on folks like us and how we can learn from each other as well as bringing in some of the agencies. There is conversation about what we want to do for the 60th anniversary in our organization, keeping our focus on supporting the Forest Service. Matt Cowan suggested a public workday sometime around September 3rd. Jeanne Corbin is thinking about how we can leverage Leave No Trace. We have time to think about it and are open to any feedback and suggestions. Chuck Bell suggested a couple of people from PWV go to the convention.

CLOSING

Sean Orner asked if anyone had anything else to discuss as we had reached the end of our meeting.

Jeanne Corbin made a quick announcement that she had reviewed 8 reports since we started year-round patrolling on January 1st. There were 3 patrols on January 1st that reached and contacted 100 people.

Joe Cox has been talking with Eric Maury about doing a mini wilderness basic first aid in Silverthorne for them in the first week of May.

Jeff Randa let us know that the 15 non-profits who attended Spring Training last year are enthusiastic to continue, we are going to have a "Colorado Wyoming Gathering" annually in mid-October and this year Eagle Summit is going to host it.

Sean Orner adjourned the meeting.

Next Board Meeting: **February 15, 2024, 6:30 p.m.**