

ONC/Portland Chapter Board Meeting Minutes

06 June 2016

Board Members Present:

Ken Wenzel
Mary Bourret
Ted Scheinman
Tim Kral

Board Members Absent:

Jim Edwards
Scott Diamond
André Fortin

Other Members Present:

Red font – Action items

Blue Font – Board approved resolution.

Current Action Item List [date of board meeting action item was added]

- **Overnight trip committee** to communicate no refund for “under budget:” trip [2016_01] -
 - [2016_04] overnight tour document has general statement that there shall be no refunds but overnight committee will continue to update document
- **Overnight trip committee** to communicate clarification of car pool policy [2016_01]
- **Overnight trip committee**. At end of season, board directs overnight trip committee to evaluate trip costs and determine how trips are performing relative to budget. - [2016_02]
- **Scott** to organize carpool committee but this may not happen until fall. [2016_02]
- **TBD (was Ann)** to talk to Bill Y about allowing follow-up payment on website (beyond initial deposit) [2016_03]
- **Overnight trip committee** to discuss trip insurance options [2016_03]
 - 2016_04] On hold as state sorts out insurance options
- **TBD** – new task needed to address lack of volunteers. [2016_05]
- **Scott** to setup phone bridge for future board meetings [2016_05]
- **MaryB** – New signers needed for ONC checks. Send meeting minutes to MaryH with designated signers. [2016_06]
- **MaryB** - set up all the board meetings for the year starting with Sept 29 [2016_06]
- **MaryB** - Talk to Ron Bekely about continuation as program chair. [2016_06]
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Action Items Closed

- **Tim K** to consult with Mary H about donation to Tilly Jane [2016_04] Completed
Funds are available up to 10K

- **Tim K** to contact Lucky Lab and confirm next year's dates for 2nd Tuesday again. [2016_04] Completed. 1st Tuesday was available except in December.
- **Scott** to setup doodle poll so we can find a date for board retreat/offsite [2016_05] Completed
- **Ann** to forward Mary's analysis of overnight report [2016_05] Completed
- **Membership Committee** to talk to Bill Y about intro e-mail for new members (link to website, key info, etc.) [2016_05] Mary discussed with Bill Y. Membership should consult with Bill on wording etc. Completed
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Reports

Treasurer's Report

- Tim presented. Accepted
- With the change in the board new check signers are needed. These are:
 - President: Mary L Bourret
 - Vice President: Kenneth Wenzel
 - Treasurer: Timothy Kral

President's Report

- Board retreat will be August 14 from 4-8PM. Location TBD

Website

- No report

Day Tour Committee

- No report

Overnight Trip Committee

- Overnight committee met. Report attached.

Tilly Jane

- Report attached.
- **Board approves \$10K grant for Tilly Jane reconstruction.** This is in carrying on the ONC PDX chapter's role in stewardship of this project. Andre will discuss with Tim to determine the best timing for receiving the funds.

Membership

- Ted met with Susan Kelly on how to build membership. They are planning to meet with local ski shops about promoting the club when a new pair of xc skis are purchased.
- Mountain Shop is interested but would like to have this exclusively. This needs some thought. Ted will also approach REI. Ted will continue discussions with both stores.

Publicity

- No report – Kim Davis was filling this position. We need to recruit a chair.

Nordic Issue

- No report

New Business

- **Club Meetings:** Ron Bekely did a great job as program chair. Mary will talk to Ron about continuing next year.
- **Picnic – July 12th:** Ron reserved the site. It seemed to just happen magically every year which brings us to the next topic – board and committee responsibilities.
- **Board and Committee responsibility:** The new board members are wondering, what tasks are they expected to do? For example, is it the Treasurers role to reserve the Lucky Lab for monthly meetings? This is also true for committee chairs especially those committees that are less active. **A book of procedures for each role should be developed such that a new committee members and board members know what their role is responsible for.**
- **Committee Members:** Discussion was held on how the board can better support the various club committees in their missions. **The board should approve (formally recognize) each committee. Each committee chair will submit a recommendation to the board of their membership.** It is very important to recognize the committee and introduce them at the meetings periodically. It is suggested that, at the general meeting, one of the committees will present a 5 -10 minute program about their committee and the year's goals. This is meant to give the committee recognition and to help them recruit new volunteers and ideas.
- **Ballot electronic:** Need help from website people to determine how to do this. Bylaws can be updated by the board. Ballot can be published in Newsletter for the few members that do not have access to computer voting.

Other New Business

- **None**
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