

ONC Board Minutes Summary

The club bylaws are the overriding control document for the functioning of the club. But there are a number of areas which are not addressed by the bylaws and these areas are taken up by the board at the monthly meeting. The minutes are not in an easily searchable form so this document is used to provide a quick reference to a number of board decision points. This document should not have any information beyond which is provided in the minutes and in case of contradiction between this document and the board minutes, the board minutes take precedence over this document.

This document is updated with board minutes from 2015-06 to 2017-01

Board

2016-06 Committee

The board should approve (formally recognize) each committee. Each committee chair will submit a recommendation to the board of their membership. It

2015-10 Board Member

Board approved Mary Bourret as new board member

2015-10 Record of Board Actions

The by-laws are the formal process for club decisions. In addition to this the board has made a number of decisions which do not rise to the level of by-laws but which could be collected in a document for easier reference (currently the only option is to search through prior board meeting minutes). Decisions in this category include prior example of committee membership, trip refund policy, de-emphasis on summer day tours, etc. The secretary (currently Scott Diamond) will maintain a document on the web site which summarizes these key decisions.

President

Treasurer

Website

Day and Overnight Trips

2015-07

Board recommends to day tour and overnight trip committees that we do not do water trips. We would ask each committee to consider this and come back with response/suggestion.

Day Tour Committee

2017_01 Sno Park for Co Leaders

Board approve providing Sno-Park passes for co-leaders

2016 11 Sno Park Permits and Overnight Queue

- Club will reimburse the cost for OR or WA Sno-Park permit after leading one-day tour.
- After day tour leader leads three tours the tour leader then moves to front of queue (along with overnight trip leaders) for Overnight trip sign up on the following year

2016 11 Mazama Ski school

Club will offer free ONC membership for 2016/2017 season to attendees for Mazama ski school

2016 03 Meetup

Administration of Meetup site will be taken over by day tour committee

2016 02

- Board confirms that Wednesday group is covered under auspices of day tour committee.
- With regard to incentives approved at July 2015 meeting
 - Board clarified that (1) tours are defined as only those listed on ONC webpage (Yahoo mail server and forum posts do not qualify as official day tours) (2) only ski tours count
 - Board passes resolution that in 2016/2017 ski season only tours posted on Meetup will qualify for item 2 above (overnight tour early sign up)

2015-10

Scott Diamond has been approved to day tour committee.

2015-09

We approved Denise Brem, Laurel Dickie, and Kim Davis as members of the Day tour committee.

2015-07

The board recommended that for summer day tours we should not expend energy recruiting. If someone comes to them with a tour then the day tour committee can facilitate the tour (i.e. posting on newsletter, meetup, etc.) but the day tour committee should not feel compelled to recruit leaders in the summer. If there is any official focus of club effort in the summer then it should be on trail maintenance.

Overnight Trip Committee

2016 10

Board suggest Overnight Trip Committee look into online only or other methods to reduce confusion and make sign up fair.

2016-02

- Trip Expenses
 - Board directs overnight trip committed to formally document policy and procedure regarding trip under over/budget -
 - At end of season, board directs overnight trip committee to evaluate trip costs and determine how trips are performing relative to budget.
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2016-01

- Trip Expenses
 - The question came up of possible reimbursement if the cost of the trip came out to be less than collected.
 - Current policy is that some trips cost less than anticipated and some trips cost more. Club policy is to not charge more to attendees if costs are higher than anticipated and not refund if costs are less. Board chose to not change this policy so no refund is to be provided.
 - Related to the above, if the trip costs less than originally anticipated it is not acceptable for the leader to eat into the excess by taking on additional expenses which were not budgeted (e.g. picking up meals which were not intended). Leaders that do not follow this policy risk not be reimbursed for any such expenses.
- Carpooling
- Carpool
 - There was an issue on recent overnight trip with 12 participants and no one who wanted to drive. To clarify ONC policy on this matter it is:
While the trip leaders help coordinate carpooling, ultimately, it is the obligation of each member to arrange travel to the overnight destination. Inability to do this is not grounds for a trip refund. Trip leaders if driving are treated like any other member of the trip. That is they may decide who will and will not drive in their car and they are under no special obligation to include any particular member in their vehicle.

2015-06

- **Trip Cancellation Policy:** If the club cancels the trip then the club will refund the cost of the trip. Any trip cancellations will be decided by overnight trip steering committee. Existing policy exists for individuals.
- **Overnight Trip Committee Structure:** It was suggested that the Overnight Trip Committee structure be formalized by the board however the board decided that the committee should recommend a structure and process for the committee. This should include how many members, duration of their appointment, new appointments, roles and responsibilities. Since this is evolving, the current committee members will discuss and make a recommendation to the board.

Tilly Jane

Volunteer

Membership

2016_12 New Members at Club Meeting

Board approves buying a drink for new members who show up to monthly meeting. Drinks may be purchased by any board member.

2016-03 Fee

Board approves raising membership fee to \$29 single and \$35 for family. This is effective September 2016.

Nordic Issues

2016_10 Cascade Forest Conservancy

Board approved offering \$250 cash or Crater Lake trip and membership

2015-09 Cooper Spur

Nordic Issues - Briefly discussed the Cooper Spur Land Trade but decided not to involve our club financially at this time.

Publicity

Misc Decisions

2016-11 Ski School

Board decided not to have ski school this year.

2016-02 Meetup

Board approved movement of all but Kim, Barbara, Scott Diamond and Ted Scheinman from Meetup Co-Organizer to Meetup event organizer.

2016-02 Carpool

Board approves setting up a committee to review carpool policy

2016-02 Ski School

Board approves motion that in the future there shall be no ski instruction classes without prior board approval.

2016-01 Education Reimbursements

- Agreed that we should provide more incentives for leaders to take educational classes
- Board approves refund for expense of education class cost up to a max of \$100 for leaders (increase from current subsidy of \$50).

2015-07 Ski Swap

- Board decided we will not have ski swap of our own.
- Board would like to direct members to Mazama and other ski swaps

2015-06 Political Stance

The question was raised whether the club should be taking political stance. Club mission statement was reviewed for guidance:

MISSION: The mission of the Chapter is to encourage, foster, and promote a greater interest in and understanding of the values of cross-country skiing, and to provide a means whereby its members may participate in a variety of social and recreational activities.

Political activism is not called out explicitly in the mission statement. The board decided, if there is a desire to participate in a political activity, then the board will review this activity in light of the mission statement and decide on club position. Individuals should not represent the club politically without board approval. The recent posting in June newsletter on Portland Coal and Oil Forum was not in line with this policy and should not be listed in newsletter.

2015-06 Goal Setting

Board went through prioritization process for club and the following five items were identified as top items: Winter Day Tours, Training leaders, Club Governance, Website, Winter Overnight Trips, and Meetup