

DRAFT California Alpine Club Quarterly Membership Meeting Minutes
Alpine Lodge, Saturday, January 25, 2020

Board President Jay Gustafson called the meeting to order at 1:05pm
The President established a quorum was present.
Recognition of request to add item(s) to the agenda: No formal request.

President Jay G. – Present	Past President Jim N. – Present	
Vice President Ann M. – Present	Director Nancy E. - Present	Director ProTem Anne K - Present
Registrar Mark S.- Present	Director Amy P. - Present	Director Dan L - Absent
Treasurer – Jeff G. – Present	Director Tim W - Present	
Secretary – Candy B. - Present	Members in attendance per attached sign in sheet	

Approval of April 27, 2019 and July 20, 2019 Member’s meeting minutes. 10/19/19 Membership & BoD meetings cancelled. Motion by Richard B., seconded by Tim W. Approved unanimously.

Communication: Written: None Oral: None

Officer and Directors Reports:

President: Jay welcomed all members in attendance . He reported that the Club is viable, is in an excellent financial position and that the Club leadership is finding more and more to do and innovative ways to serve our members.

Registrar: Mark reported that he had converted all the current legacy student dependents to separate, non-dependent student members. Annual CAC membership renewal letters will be ready in March 2020, membership dues due in April 2020 and memberships delinquent 7/1/2020 if dues are not paid. As of 1/22/2020 there are 612 total memberships and 804 total CAC members. Registrar’s full report at end of minutes.

Director Pro Tem: Anne reported on behalf of the Outings Committee. The Committee is busy planning trips and Saturday Sorties for 2020. The monthly e-bulletin ‘*Into the Great Outdoors*’ gives detailed information regarding upcoming outings. The Committee is looking for trip leaders including leaders for Saturday Sorties and Mid-week Sorties.

Treasurer: Jeff reported that the CAC has plenty of reserves, there are no major anticipated expenses in the near future. See full Finance Committee report at end of minutes.

Past President: Jim N, chair of the Nominations Committee, reported that there are two vacant Directors position on the CAC Board and one pro-tem Director filling a third position. Alpine Lodge has one pro-tem Trustee, one trustee recommended by the Nominating Committee and one open position. Echo Summit Trustees and CACF Board members are all willing to continue to serve.

The Distinguished Service Awards Committee invites all current CAC members to submit nominations for award recipient(s). Prior year award recipients will also submit nominations

Director: Tim invited all members to attend the upcoming St. Patrick’s Day dinner on March 14th.

Director: Nancy reported that a new monthly volunteer column has been added to the TRAILS newsletter. It will feature exceptional club members who through their volunteer time and efforts keep our lodges humming, highlight current volunteer needs, and give details on upcoming / ongoing opportunities to volunteer. As part of becoming a member of the CAC, each individual commits to assisting with club operations at least one time per calendar year.

The upcoming April Board sponsored event will be a noon champagne buffet lunch, Distinguished Awards presentation, quarterly Membership and BoD meetings.

Vice President: Ann reported that she is the Club’s liaison with the Federation of Western Outdoor Clubs. There is a reciprocity agreement which affords CAC members the opportunity to actively participate in conservation campaigns and efforts, enjoy and protect America’s scenic wilderness areas, and stay in outdoor recreation cabins, huts, inns, lodges and lookouts.

Director: Amy provided power point presentations for Club finances and Membership Platform update.

Committee Reports:

Finance – Amy gave a power point presentation. (Attached). A question was raised if Alpine Lodge has considered becoming self-insured. A question was raised regarding costs of the monthly TRAILS newsletter. 275 copies are printed per month, 200 are mailed to members, 75 are used for distribution at the lodges and community functions. Some members continue to pay their dues annually, receipt of the TRAILS via USPS is their sole involvement with the lodges and activities.

Membership Platform – Amy gave a power point presentation. (Attached). A one year review and trialing period of the Join-It membership platform is in process. A more robust system may be considered in the future if the needs of the Registrar can be met and club members find the platform to be of value. The Join-It platform does not allow members to register or pay for events on-line nor register to volunteer via the platform. For CY'20 membership dues renewal both systems [current and Join-It] will run simultaneously in parallel, members will choose which method they prefer to pay their dues by.

A member recommended using QuickBooks invoicing for dues billing and receipt of payments.

Membership Committee report provided by Bev Leve, read by Jay. 2019 welcomed 87 new members including five joint memberships and two families. By comparison 2018 welcomed 81 new members including eight couples and one family. 2017 welcomed 74 new members including seventeen couples and four families

Publications and Finance Committees. Complete reports at end of minutes. Carroll read the Publications Committee report submitted by Publications Chair Nancy Carlisle. Members are invited to become volunteer TRAILS editors.

Finance - The updated Records Retention list has been placed on the Club's website. Finance Committee members Amy, Michael, Jeff and Carroll have reviewed the line items on the consolidated financial spreadsheet, recommendations have been made to lodge treasurers.

Alcohol at CAC events and Alpine Lodge. The Club does not have a license to sell liquor. The Club cannot be put in the position of providing or paying for alcohol, charging members a fee for alcohol or include alcohol expenses as part of any event. Expenses for any alcohol purchases must be kept totally separate and may be reimbursed through donations only. "Whenever a private wedding, party, etc. is scheduled, in order to indemnify the club, those having the event must have insurance covering the club." Clarification e-notices sent to BoD and Alpine Trustees in Jan 2020.

Echo Summit Lodge Report submitted by Cindy Toran at end of meeting minutes.

Alpine Lodge and CAC Foundation no reports.

CURRENT BUSINESS, NEW BUSINESS, ROUND TABLE DISCUSSIONS:

CAC Finances previously presented by Jeff, Carol, Amy.

Update on Membership management platform previously presented by Amy, Jeff

Resolution 12B not discussed.

Innkeepers –Discussion with Lodge Trustee Donata and BoD members. Alpine Trustees do not want to take this responsibility back. The Innkeeper Coordinator has a difficult time finding enough volunteers to have an innkeeper at Alpine Lodge every Sunday. Detailed e-instructions are provided to innkeepers however there are differing perceptions of what an innkeeper's responsibilities are. Suggestions included offering an innkeeper training session before the Quarterly Members' meetings; not having innkeepers with the hike leader opening Alpine Lodge briefly pre-hike and all hikers responsible for cleaning/closing the lodge when the post-hike social time is finished.

Meeting adjourned at 2:25pm.

Next Members' Meeting: Saturday April 25, 2020. 12pm Banquet Luncheon, 12:40 pm Award(s) presentation(s), Members' meeting – immediately following award(s) presentation(s).

From: CAC Registrar Sent: Wed, Jan 22, 2020 4:04 pm Subject: **CAC Membership Report Jan 22, 2020**

I have converted all the current legacy student dependents to student members. I informed the parents/guardians of this and the fact that their students, if not over 26 and still full time students on April 1, could still renew for \$20. Otherwise renewal would be at the regular member rate. I got some feedback that a few students were no longer eligible, and those are currently listed as regular members for 2019-20 and may or may not renew.

Here are membership counts as of Jan, 2020 including these changes.

Student Memberships: 11
Regular Memberships: 182
Joint Memberships: 131
Senior Memberships: 149
Joint Senior Memberships: 48
Life Memberships: 78
Joint Life Memberships: 13
Total Memberships: 612
Total Members: 804

Mark Sapiro, CAC Registrar <registrar.cac@gmail.com>

From: Bev Leve Sent: Sun, Jan 19, 2020 11:13 am

Membership report:

2019 welcomed 87 new members including five joint memberships and two families.

By comparison:

2018 welcomed 81 new members including eight couples and one family.

2017 welcomed 74 new members including seventeen couples and four families.

Bev Leve, Membership

From: Nancy Carlisle - Publication Chair Date: 1/21/2020 Subject: **Publications Report**

Summary/Accomplishments:

Publications Committee met by conference call on November 30th, 2019 to discuss and confirm:

- 1) Possible efficiencies in the editing process, including use of "google docs" in the future as an option for those who are familiar with the application in order to be able to edit from one document.
- 2) The 2020 editing rotation;
- 3) The list of regular Trails authors and contributors to receive the call for articles each month;
- 4) Advertising in future Trails issues for guest contributors and non-time sensitive articles to have extra content available when news cycles are slow.
 - The Board Members are welcome to contact Nancy with any updates on who to include on the list of contributors for future articles.

Reviewed with DPI lay-out editor Susan Johnson our coordination on timing and formatting edits to the Trails proofs. Shared Susan's feedback with the editing team.

Her suggestions centered on:

- 1) Photo submissions: avoid scanned images and avoid sending images imbedded in Word. Tiff or jpg formatting requested at 300 dpi.
- 2) Identifying a back-up editor for each editing cycle who Susan can contact if necessary – Nancy Carlisle and Carroll Pearson have been identified.
- 3) Synching the editing cycle with the mailhouse distribution for the Trails publication to be timely. The goal is to have a final proof to DPI within 3-5 days before mailing is scheduled at the end of the month.
 - Editors are including their target proofing dates and deadlines in their call for articles each month so that authors are aware of the optimal timing of contributions and all final edits.

Issues for Continuing Focus

1. The Committee remains interested in new volunteers to build up our editing team.
2. We will remain focused on building an editorial community through
 - a. Training opportunities
 - b. Team building
3. We are working on standardizing editorial forms & especially the editing process

From: Cindy Toran Sent: Wed, Jan 22, 2020 10:29 am Subject: Echo Summit Lodge Report

ECHO SUMMIT LODGE REPORT, CAC QUARTERLY BOARD MEETING – JANUARY 25, 2020

- CalTrans Project to Replace Bridge/Viaduct on Hwy 50: Project on hold for winter.
- USFS Permit expires 12/31/2021: Nothing new to report. Lack of response from USFS.
Work Parties: Spring Work Party scheduled for May 28-30.
Host Training: Spring scheduled for June 5-7.
Financials, 9 months: YTD Revenue decreased \$8K, <\$3K> from Private Events. We are investigating the underlying reason(s). Of course, the 4th Quarter winter season generally is a period of increased usage depending on snow conditions, which are currently quite good, so the trend could be reversed. We will keep an eye on the financials and consider whether rate increases are warranted since they have not been raised in over 5 years.
- Projects:
 - Cameras for Security: Discussed at Jan 7th Trustee meeting after learning of a car break-in. Nick will evaluate the options and cost.
 - Paint Lodge: Bids will be obtained for 2020.
 - Shed siding: Some battens are in the rafters drying to be installed in Spring. Another local mill has been identified to provide the remaining battens needed for the project.
 - Replace shower stalls on 2nd Floor: Bob pricing shower kits.
 - Upgrade 2nd floor men's bath/shower: Remodel being considered.
 - Possibly adding EV Charger to shed: Under investigation.
 - Noise mitigation in Dining Room: Under investigation.
 - Replace kitchen flooring: TBD spring or summer 2020.
- The next Echo Trustee Meeting will be Tuesday, February 25th, 5 pm, by teleconference.

From: Carroll Pearson < Subject: Finance Committee Report - January 2020

Finance Committee Report Meeting January 25, 2020

Financial Activity

Finance Committee Members are participating in the membership management project. Costs will be tracked under CAC Membership Management and Software line items.

Updated Records Retention list submitted with this report. Outstanding actions are completed.

Alpine – Clarification on alcohol at CAC Events and Alpine Lodge was sent to the BoD and Alpine Trustees.

Amy Pertschuk, Jeff Grimshaw, and Carroll Pearson are reviewing the line items on the consolidated financial spreadsheet. Recommendations for additions and naming conventions have been made to the Treasurers.

- 1) Alpine Lodge should be tracking ADA expenses as Marin County has requirements. **Action:** Michael Vaggioni
- 2) Alpine – Separate Events into CAC Events and Alpine Events for tracking income and expenses. **Action:** Michael, Wendi Olmstead, and Donata Mukulik
- 3) Alpine - Separate host report forms for CAC Events and Alpine Events have been created. A new process for reviewing CAC Event Host Reports by a BoD representative, Candy Barnhill has been created. **Action:** Candy Barnhill, Donata Mukulik, and Michael Vaggioni
- 4) Outings – Line items added to the consolidated spreadsheet. **Action:** Jeff, Renee Hamilton, and Ernie Castiaux

Financial Health: Finances are stable.

Actions:

Support the CRM membership management project.

Jeff Grimshaw to post the 3rd quarter consolidated financial spreadsheet on the website.

Confirm the update of Resolution 10-A – Dues Distribution Criteria and Timeline

Submitted by Finance Committee:

Bill Mayers, John Lillich, Carroll Pearson, Cindy Toran, Tom Coleman, Mike Vaggione, Susette Stickel-Rufer, Jeff Grimshaw, Carl Duisberg, Gerry Montmorency, Craig Dahl, Amy Pertschuk, Mark Sapiro, and Jay Gustafson (Ex-Officio)