

DRAFT California Alpine Club Board of Directors Meeting Minutes
Alpine Lodge Saturday, November 16, 2019

President Jay Gustafson called the meeting to order at 2:05 pm

President Jay Gustafson – Present

V. President Ann Meneguzzi – Absent

Treasurer Jeff Grimshaw – Present

Registrar Mark Sapiro – Present

Secretary Candy Barnhill – Present

Attendee: Anne Kirwen.

Director Nancy Emerson – Present

Director Amy Pertschuk – Present

Director Dan Larson – Present

Director Tim Warden – Present

Past President Jim Nixon – Present

Call to establish a quorum: The president ascertained a quorum was present.

Recognition of request to add item(s) to agenda: No items formally added to agenda.

Motion to accept agenda: Approved unanimously.

Approval of Sept. 21, 2019 BoD meeting minutes. Moved/Jeff, seconded/Amy. Unanimous Approval.

New Members or Reinstatement(s) for Board Approval:

Hilary Beardsley, San Francisco, CA

Debbie Cahoon, Novato, CA

Marc and Kimberly Commandatore, Sacramento, CA

Gabriela Dunn, Sausalito, CA

Laura, Michael, Emma, Evan Fleischhauer, Morgan Hill, CA

David Guadagnini, Sunnyvale, CA

Brennen Overstreet, Cameron Park, CA

Pat Purcell, San Francisco, CA

Richard Schneider, San Rafael, CA

William H. Myers, Kenwood, CA

Nan Parks, Emeryville, CA

Sponsors: Sue Gardner and Jaimie Baxter

Sponsors: Nancy Carlisle and Jennie Bruyn

Sponsors: Bob Henry and Mary Larkin-Berlinski

Sponsors: Sue Gardner and Jaimie Baxter

Sponsors: T. Coleman and M. Eller

Sponsors: Jamie Goodspeed and Hannah Dunton

Sponsors: Bob Henry and Nick Gregoratos

Sponsors: Lillian Young and Janice McCulloch

Sponsors: Karen Ulring and Susan Fenton-Olsen

Sponsors: Lynn Pelletier and Lynn Garric

Sponsors: Ruth Tretbar and Mark Cooper

Approval of new members: Moved by Mark, seconded by Tim. Approved unanimously

OFFICER AND DIRECTOR REPORTS:

President [Jay], Secretary [Candy], Past President [Jim], Director [Dan], no updates to report.

Treasurer Jeff reported a small decrease in CAC reserves (insurance) and in revenue at Echo Lodge which is anticipated to be made up during the upcoming year. The liability/property insurance carrier will require a fire suppression hood over the stove at Alpine and a change in structure to the interior and exterior stair railings at Echo Lodge. Currently the railings are horizontal which could allow a child to climb up/over railing and fall. These are not inexpensive upgrades. If progress can be shown toward remedying the issues, insurance coverage for the lodges will not be cancelled. Estimates for fire suppression system are more than \$20,000. J. Betthausen is looking at suppliers. Bob Henry has taken on the stair railing project at Echo Lodge. Consolidated financial reports sent to BoD members via e-mail.

Registrar Mark reported 774 regular members and 588 total memberships. E-report at end of minutes.

A request has been received from the *Whistlestop* publication to decrease the number of words in the CAC advertisement. Roundtable on various revisions, item tabled without a final decision.

ACTION ITEMS: A signed copy of the recent update to bylaws regarding change in number of trustees needs to be posted to website and a copy to Secretary for placement in by-laws master record book.

Director Tim reported e-announcements for the CAC holiday dinner have been sent out. The Thursday hiking group will assist with set up of tables/chairs. Tim will coordinate decorations; Jay will coordinate event set-up. Volunteers needed for many tasks to be done.

Day Use of Alpine Lodge – roundtable discussion regarding Alpine Lodge trustees not getting checks from members for day use of Alpine Lodge. Day use fees are set by respective lodge trustees. Amy reported there are a number of Alpine Lodge issues which need to be reviewed, discussed and resolved. Day use is part of the 'bundle' of issues to be discussed at future BoD mtg.

Director Nancy reported that six CAC members attended the California State Park Rangers Association annual meeting. The accommodations, presentations, guided hikes & tours were all excellent. In 2020 the meeting will be held at Donner Lake. Three great candidates have been identified for the Website Cmtee Chair position and are being contacted.

Secretary Candy asked if there had been any forward movement on Outings Committee SOPS or P&Ps. None yet. Renee and Ernie are at their maximum capacity, BoD is able and wants to provide assistance but need Renee/Ernie to identify what assistance (admin, registrations, finance, communications, back-shop) most helpful. Ann K. meeting with Outings Cmtee 11/30, will convey BoD desire to assist. Roundtable discussion regarding pre-trip out of pocket expenses currently being fronted by Renee / Ernie. Jeff and Ann K. will partner with Renee and Ernie regarding. Roundtable RE: establish an Outings self-sustaining fund; funds to CACF; funds for trainings/equip.

Director Amy reported that the Membership Platform technical review had taken place April – Sept. [Registrar/Mark, Finance/Carroll, Treasurer/Jeff, Website/Mary Cosgrove, Project Coord/Amy]. Review was to determine if the platform met the needs of key stakeholders. In some cases exceeded or met needs, in other cases individuals would do same amount of work they do now. Operational review occurring September to December 2019. [Numerous key participants involved in Ops review]. The fixed costs for database management system anticipated to be approximately \$280/year. Processing fees for online payment would be \$4/\$6/\$10 per transaction for \$65/\$100/\$170 dues payments.

COMMITTEE AND LODGE REPORTS:

CACF - E-report at end of meeting minutes.

Finance – Amy provided a power point presentation of financials April 2018-March 2019.

Approximately ½ CAC revenue goes to support our members. Each lodge has its own reserves. The question – are life memberships a restricted fund – was raised? Dan reported that when the then CAC treasurer introduced the concept of life memberships, it was a proposal to put funds in a 3-4 year high interest fund to offset membership fees. A number of members wrote their check for \$300 and the fund was opened. Dan suggested that when a life member passes, their \$300 should be able to be withdrawn from the fund. No final decision made.

Amy asked at what intervals would BoD like to see financial reports? Nancy and Candy – semi annually, Jim quarterly. No final decision reached

Echo Summit Lodge – E-report at end of minutes.

Communication: **Written:** None **Oral:** None

CURRENT BUSINESS

Logo wear. Jay reported apparel available via CAC on-line store site. Elected to go with high quality product therefore slightly higher prices. Red Bridge will make items on customer's order; cost of item will include garment, pricing w/ embroidery, shipping cost. CAC has no financial involvement, gets no 'profit' from sales. Red Bridge will get small profit from shipping fees

Update Webmaster responsibilities, slate of possible candidates. Margie has agreed to remain in the coordinator position, newbies will fill in with tasks to learn the responsibilities and the ropes.

NEW BUSINESS AND ROUNDTABLE DISCUSSION

Nominating Committee Report. Jim reported that the nominating committee will need to fill three open positions on the Board of Directors and one to three open positions for Alpine Trustees.

Candy reported in 2019 and 2020 several BoD sponsored social events did not have BoD sponsors. She asked if it is time to consider amending by-laws to permit up to two BoD Director positions to also be lodge trustees. Dual appointments could enhance communications and facilitate Alpine Trustees providing monthly BoD reports. Dan stated per the by-laws the CAC President could appoint a BOD liaison with lodge trustees for a one-year appointment.

ACTION ITEM: Jay to make appointment(s).

Appointment of M. Vaggionie, Alpine Lodge trustee pro-term. Motion by Mark seconded by Jeff to 'Appoint Michael Vaggionie as Alpine Lodge trustee pro-term until April 2020', with emphasis on Alpine lodge financials. Unanimous approval.

ACTION ITEM: Jay to send note to Alpine Trustees.

Children's Holiday Party. Jim, BoD sponsor for children's holiday party. No balloon lady or guitar man. Donata will have lodge open for three nights. Motion by Jeff, seconded by Jim to allow for a reimbursement of up to \$500 for expenses for the Children's Holiday party. Unanimous approval.

Addition of CACF paragraph to New Members Letter: Mark followed up on this previous agenda item. Currently the New Members letter is two pages, single spaced. It is dense with information about the lodges. Names/contact info of new members are provided to CACF. Roundtable discussion.

ACTION ITEM: Jay will contact CACF to let them know they are responsible for contacting new members, no paragraph added to the New Members letter.

Need for more local Alpine Trustees& Echo Lodge trained hosts (mid-week use). Deferred.

Discussion of members requirement for service/volunteerism in 2020. Deferred.

CAC Events: Alpine Lodge social events / BoD sponsored events. Amy reported she, Carroll and Candy are working on gathering information, identifying issues and misinformation, seeking input from (Alpine) trustees and various stakeholders to prepare a presentation for the January BoD meeting. There are a number of issues which will be included in the discussion.

From Sept BoD meeting minutes: As part of the review of Club financials, it was recommended that a review of CAC and Alpine events be added as a future agenda item including the \$6,000 paid by CAC to Alpine Lodge for 'diminished revenue potential'. When the CAC BoD sponsored events were implemented, the intent was to generate revenue for the lodges. Currently Alpine events are not generating revenue for Alpine, sometimes they result in an expense to the lodge. Carroll, Amy and Candy will review past years events revenue or losses generated by event and provide their findings to the BoD.

As part of the effort to clearly delineate CAC from Alpine Lodge expenses/revenue a *CAC Board Sponsored Event* host report form was created and will be implemented with the December events. Completed BoD host report forms should be sent to Candy instead of Donata. Prior to each BoD sponsored event Candy will contact the event Host and BoD sponsor to assist with form(s).

Meeting adjourned at 4:02 pm.

Meeting re-convened at 4:05 pm

Call to establish a quorum: The president ascertained a quorum was present.

Appointment of A. Kirwan as BoD member pro-term. Motion by Jeff, seconded by Jim to 'Appoint Ann Kirwan as a CAC Board of Directors member pro-term until April 2020' Unanimous approval.

Meeting adjourned at 4:09 pm.

Submitted by,
Candy Barnhill
Secretary, California Alpine Club

Next BoD Meeting: ~~Saturday October 19, 2:00 PM~~ November 16 due to October cancellation

From: **CAC Registrar** Sent: Thu, Nov 14, 2019 2:10 pm Subject: CAC Membership Report - Nov 14, 2019
Here are membership counts as of Nov 14, 2019.

Regular Memberships: 174

Joint Memberships: 124

Senior Memberships: 148

Joint Senior Memberships: 49

Life Memberships: 78

Joint Life Memberships 13

Total Memberships: 586

Total Members: 772

From: Cindy Toran Sent: Thu, Nov 14, 2019 5:36 pm Subject: Echo Lodge Report

ECHO SUMMIT LODGE REPORT, CAC BOARD OF DIRECTORS – NOVEMBER 16, 2019

- CalTrans Project to Replace Bridge/Viaduct on Hwy 50: Snow has not stopped work for the winter as yet. One-way traffic delays are still in effect beyond Johnson Pass Rd.

- USFS Permit expires 12/31/2021: Nothing new to report.
Basic First Aid/CPR Class: Mary Larkin-Berlinski organized a Nov 15-17 class at Echo Lodge. We have 20 participants.
- Work Parties: Fall Work Party Sept 19-22. Structural work on barn was completed, trench from propane tank was completed with a new conduit for when we replace with new pipe, interior wainscoting was oiled, exterior railings and decks were refinished, stair treads were replaced, new electrical circuit ready for men's bathroom, range hood was deep cleaned, new slides were installed on the shelves in the pantry, septic lines were excavated and inspected, new flashing was installed on the east side windows. Well tank house was inspected and will be OK through the winter and will be updated next year. Siding was inspected and it was recommended to not pressure wash due to potential deterioration of the material. Laundry was done. New curtains were made. Pine tree branches were trimmed away from stove exhaust. Sebo vacuums were serviced.
- Projects:
 - 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.
 - Carpet cleaning: Completed Nov 7, 2019.
- The next Echo Trustee Meeting will be Tuesday, January 7th, 5 pm, by teleconference.

From: Nancy Carlisle Sent: Wed, Nov 13, 2019 9:06 pm Subject: **Publications Chair Report**
 To: CAC Board of Directors, Fr: Nancy Carlisle - Publication Chair, Date: 11/16/2019, Subject: Publications Report

Summary:

1. Recruiting new editorial team members
2. Re-Initiation Call of the Publications Committee scheduled for Saturday, November 30th at 4:00 p.m.
 - Board Member suggestions on items for the discussion are welcome.
 - Please contact Nancy Carlisle at nancyleecarlisle@gmail.com.
3. Publications Committee/ editors surveyed for their commitment status:
 - Vikki Goldman, Susan Patrick, Lillian Schroth, Helena Troy (4) have confirmed their resignation.

Accomplishments:

1. Monthly editor rotation for CY 2020 proposed and to be finalized on November 30th.
2. Onboarding a new editor for the March issue of Trails – Welcome Nathan Fisher!
3. Recruitment notice for new volunteers to appear in the December/January Trails Issue.

Issues:

1. Outstanding DPI Payments Noted for June, September and October
2. The February Trails will be on an accelerated publishing cycle due to the unavailability of the editing team:
 - All content must be in to the Editor, Tierney Berlinski, by January 5th.
 - Contributors will be limited to one proofing cycle only between January 13th and the 16th.
 - The editor will send the final draft to DPI by January 17th.
 - Content or edits received outside this timeline are not guaranteed to make the February issue.

Pending (As Identified by the Preceding Chair):

1. Focus on building an editorial community
 - a. Training opportunities
 - b. Team building
2. Standardize editorial forms & process
3. Update Publication Guidelines

From: Arlin Weinberger Sent: Fri, Nov 8, 2019 12:58 pm
CAC Foundation Report November 16, 2019

- The Foundation will be receiving \$2600 from the Outing's trip to Ecuador. There were 13 members and friends on the trip, each contributed \$200 to the Foundation.

- Our current bank balance is \$12.250. (which does not include the \$2600)
- The upcoming issue of Trails has a year-end appeal for donations.
- We will start our grant process in the Spring along with requests from members to add a donation to their dues, but this is a quiet time for us now.