

**Worcester Chapter Executive Committee Meeting
December 02, 2015**

Attendees: Dave Cole, Joe Massery, Tim Loftus, Kim Simpson, Michele Simoneau, Bruce Wester, Don Cunningham, Fred Mezynski, Pat Lambert, Sharon Whalen, Dave Elliot, Jose Schroen, Deb Herlihy, Steve Ciras, John Grote, Mike Foley, Steve Crowe, Susan Leo-Johnson, Christina Ferretti.

Official meeting called to order at 6:36 p.m.

Dave Cole presiding.

NORMAL BUSINESS

Secretary's Report (Joe):

- There were no additional comments or changes to the submitted October Executive Committee Meeting Minutes. Minutes approved.

Treasurer's Report (Jose):

- Pat L. suggested that the money transfer from Bank of America to the Shrewsbury Credit Union be made clearer on the report.
- Treasurer's report was approved as amended.

Additional discussion:

- Jose requested that those seeking reimbursement clearly state what the reimbursement is for, the source of items/services, and a total amount if more than one receipt is submitted.
- Deb H. requested from Jose a raw data dump to double check the leadership line items.

Endowment Committee (Pat Lambert):

- There are no new endowment proposals.

Volunteer of the Month (Joe Massery):

- 10 Nominees for November:

Jeff Nutting (by Charlie Arsenault for help with Annual Meeting)

Liz Browne (by Pat Lambert for help with Winter Hiking workshop)

Walt Lazarz (by Pat Lambert for help with Winter Hiking workshop)

Paul Glazebrook (by Pat Lambert for help with Winter Hiking workshop)

Debi Garlick (by Pat Lambert for organizing Winter Hiking workshop)

Cindy Martel (by Barb Dyer for EC, leadership, volunteering, etc.)

Emerson Grant (by Steve Crowe for the work on the Pine Hill Trail)

Franny Gribbons (by Steve Crowe for the work on the Pine Hill Trail)

Bill Caulway (by Steve Crowe for the work on the Pine Hill Trail and MST maintainer)

Verne Hebard (by Steve Crowe for the work on the Pine Hill Trail and MST maintainer)

NOVEMBER WINNER: Franny Gribbons

OLD BUSINESS

Trails Committee Formation Task Force

- Steve Crowe reported that AMC Trails staff (Joy St.) is not willing to put a staff person on the Adopt-a-Trail program. He will be working on a job description for this volunteer position.

YOP Follow-Up

- Dave Cole reported that Jessica Parsons will come out February 28th, 2016 for an update on the YOP.

NEW BUSINESS

Holiday Party

- Dave Cole. Will be on December 19th at Camp Harrington YMCA. Currently 50 people have signed up, but will accept more with the expectation that some of people will be no-shows. Need more volunteers to help out (email Barb).

Call to Rally

- Dave Cole. January 9th, 2016 at the Boylston Historical Society building. 9:00 am start. Bring BIG ideas for 2016, especially for YM, Trails, and Families activities. Will also brainstorm for other programs and finalize 2016 budget for activity chairs.

Budget Plan

- Dave Cole. Budget details to be addressed at January 9th meeting.
- Pat L. Suggested that we look at the funding for the Mega Request items or to downsize the requests. More money was given out since last budget. EC needs to come to the Jan 9th meeting with budget requests, ideas on how to retool budget amounts in existing categories, discuss funding line items.
- Jose and Dave also requested that any budget requests for the 2016 budget be submitted to them by December 31, 2015. Jose will then email EC committee members proposed 2016 budget prior to January 9th.
- Steve Crowe questioned whether the Investment Reserves (\$40,969.00) needs to be updated with the new interest amount for the end of the year. He also believes that the additional \$7,482.70 (listed in the budget handout as the sum of the Endowment-based Projects – WFA Leadership Training, Leadership Training, Grip Hoist Workshop) should be added to the \$9647.00 line “Endowment (not including investment reserves).”

Meeting Minutes Executive Committee ease to Access

- Dave C. stated that some local members wanted access to the EC meeting minutes.
- Approved meeting minutes to be posted on the Worcester Chapter AMC website. Reminder notices for meeting minutes access to be published in the Wachusett News and to be included in an email blast to members.

Web Migration

- Don C. and Deb H. presented (on screen) an overview of the proposed Worcester Chapter website modeled off the Potomac Chapter website. Reviewed click boxes to redirect user to points of interest (Trails, Skiing, Climbing, Hiking, Paddling, etc.), information and activities. Other click boxes can be set up to bring the user to special activities (for example: Flags on the 48, Annual Meeting).
- Web site will be functional on any device (laptop, phone, tablet, desktop).
- Question from Steve Ciras. Does Joy St. have control over content? Deb replied that Joy St. does not have control over content, but wants basic website layout be consistent between chapters.

- Website is still a Work-in-Progress. Continual development after feedback. Goal to have initial version of website on-line by mid-January, 2016.
- Dave C. suggested that we reach outside the EC for help with website: continually updating site (including photos) and the general maintenance of it.

Leadership Discussion

Requirements in our chapter for leaders wanting to lead in other activity groups

- Dave C. asked for clarification on requirements for a leader in one category to lead in another category. For example, what would a hike leader need to do to become a ski leader? Would a hike leader need to do two co-leads for the skiing category since his/her leadership skills have already been proven in the hiking category?
- Requirements are listed in the Worcester AMC Chapter leadership guidelines. Will need to meet all guidelines (WFA, etc., if required).
- Can be exemptions from first co-lead, for example. This will be determined between Chapter Chair and the Leadership Chair.

Expired Leader Certification

- Deb H. – they are listed as “inactive” rather than “expired.” With a recent website transition, leaders listed as “inactive” were not transferred to the new platform.
- Question on whether a leader officially listed as “inactive,” but who takes part in his/her main activity and lead in the background, can be automatically relisted as “active.” Result: Activity Chair and Leadership Chair will deal with this on an individual basis.

Leadership Training and Training Portability Between Chapters and Chapter to Chapter Credential Portability

- Deb H. – Leadership Chair to call other leaders of that Chapter and/or the Leadership Chair of that Chapter. A Leader from another chapter can be vetted to this chapter based on these discussions. However, any leader for the Worcester AMC Chapter must meet the requirements as listed in the Leadership Requirements.
- Exceptions are the Boston and NH Chapters, both of which will not transfer leadership credentials of a person into their Chapters.

ROUND TABLE

- Joe Massery – Spring Picnic will be May 14th at Hopkinton State Forest. Asks that leaders help get the word out to members concerning the picnic. Also asked that leaders not plan non-picnic activities on May 14th.
- Joe Massery - The Backpacking workshop will be held a Treasure Valley (BSA camp in Rutland, MA) on April 16th. It will be a one-day workshop.
- Joe Massery – Will submit the Executive Committee roster to the AMC. Only names and titles will be public. Email addresses, physical addresses, and phone numbers will remain non-public.
- Kim Simpson – Several projects currently active for the Mid-State Trail. He will be submitting a request for funding projects for next year’s projects
- Pat Lambert – Ken Baldyga stepped down from the Endowment Committee. Jean Langley will be joining the committee.

- Don Cunningham – Planning a Hike-Leaders’ pot-luck dinner on January 6th at the Northborough Historical Society building to discuss hike report ideas and other concerns. All activity leaders will be welcome to participate.
- Steve Crowe – Reporting to MA DCR for the Recreational Trails Grant Program. The match was for the \$38,880 and was provided by volunteer labor which accounted for 800 man-hours (on the Pine Hill Trail on Mt. Wachusett).
- Steve Crowe – Meeting on December 18th between the Worcester AMC and the Worcester land Trust concerning trail needs.
- Sharon W. – Planning stage for the next Annual Meeting. Planning on a November 12, 2016 date. General consensus was to go back to The Manor in West Boylston.

Food

- January 9th Planning Meeting: Dave C. to organize lunch. Deb H. will organize morning coffee and breakfast items (muffins/bagels).
- January 27th EC Meeting: Fred Mezynski

Meeting Adjourned: 8:25 pm

Action Items:

- Jose and Pat L. to confirm split between endowment and chapter operations funding, inclusive of investment reserves.
- All: Develop ideas for January Planning Meeting.
- All: Budget requests to Jose (email) by December 31, 2015.
- All: Post documents (minutes, reports, etc.) on Summit in Timely fashion. – Continuing.