

**AMC Worcester Chapter**  
**Executive Committee Meeting - Minutes: January 30, 2019**

Boylston Historical Society: 7 Central Street, Boylston, Mass.

**Attending:**

Joe Massery	Kim Beauchemin	Jose Schroen	Sue Serra (minutes)
Shalin Desai	Neil Schutzman	Michele Simoneau	Alexandra Molnar
Bill Zahavi	Debi Garlick	Paul Glazebrook	Jean Langley
Kim Simpson	Don Hoffses	John Grote	Fred Mezynski
Stephen Crowe	Mike Morin		

**[6:30 PM]**

**Meeting was called to order**

Joe Massery presiding

**REGULAR BUSINESS**

**[6:33PM]**

**November Meeting Minutes (Sue)**

Following updates were made:

- Added "WFA" to clarify which advanced training Jose was referencing when she stated "*Only 2 trainings scheduled so far; last year we had more; didn't have advanced WFA last year*"
- Removed "Boston" when referencing AMC in the Report on Ware River Watershed "Friends" proposal
- Misc typos

**November Minutes APPROVED** with above changes

**[6:34 PM]**

**2018 Treasurer's Report (Jose)**

- \$100 was added to Biking for conference center for workshop; this brings year-to-date overspend total to \$979.25
- Updated old names
- No additional comments received

**2018 Treasury Report ACCEPTED** with above changes.

**[6:36 PM]**

**Volunteer of the Month (Kim B)**

December Nominations (7):

- STEPH KEIMIG nominated by Joe Massery  
For helping with the winter hiking gear shakedown. At the start and throughout the hike, she provided helpful guidance on gear, techniques, and safety.
- STEPH KEIMIG nominated by Walt Lazarz  
For her excellent instruction to the new winter hikers (and this leader too) on the Wachusett gear shakedown/hike.
- STEPH KEIMIG nominated by Debi Garlick  
For her assistance as a co-lead for the Gear Shakedown and hike on Mt. Wachusett, Dec 15th.
- STEVE CIRAS nominated by Joe Massery  
For helping with the 2019 budgeting process as a member of the Finance Committee, even though he has retired from the EC!
- WALT LAZARZ nominated by Debi Garlick  
For his assistance as a co-lead for the Gear Shakedown and hike on Mt. Wachusett, Dec 15th.
- JOE MASSERY (N/A) nominated by Debi Garlick  
Honorable mention for his assistance as a co-lead for Gear Shakedown and hike on Mt. Wachusett, Dec 15th.
- CATHY STRATFORD nominated by Mike Foley  
For her effort on adopt a trail program that I hosted at Wachusett Mt. She was running late. We were on the loop trail. She came hiking down with a Box of Joe, cups, cream, sugar, etc. She was like our trail angel that appeared before us. We had some disabled vets on the trip and their eyes just lit up when the coffee appeared for them. I give Cathy a big standing O for her efforts.

**December VOM winner: STEPH KEIMIG**

Nominated by Joe Massery, Walt Lazarz and Debi Garlick for or helping with the winter hiking gear shakedown. At the start and throughout the hike, she provided helpful guidance on gear, techniques, and safety.

**December VOM ACCEPTED**

January Nominations (12):

- TIM LOFTUS nominated by Joe Massery  
For his presentation at the January Third Wednesday social on his experiences as a volunteer water chemist with the "Forward in Health" project in Haiti.

- JOHN GAU nominated by Andy Wojcikowski  
John has been long-time cycling leader and Exec Committee member as both Cycling and Skiing Chair. He has been leading the annual MLK 3-day weekend trip to Vermont for several years now, a task which requires a lot of patience and planning. He has also led multiple cycling trips and has coordinated the Thursday night rides for several years. All in all, very worthy.
- JOHN GAU nominated by Ingrid Molnar  
for organizing the MLK Blue Gentian Winter Weekend in Vermont. John's commitment and long-standing dedication have contributed to a fun weekend for many years.
- DAVE BRAINARD nominated by John Grote  
For helping with an ice climbing trip in Keene, NH on January 12, 2019.
- STEVE GABIS nominated by John Grote  
For helping with an ice climbing trip in Keene, NH on January 12, 2019.
- DAVE GOTTESFELD nominated by John Grote  
For helping with an ice climbing trip in Keene, NH on January 12, 2019.
- GERRY FOWLEY nominated by John Grote  
For helping with an ice climbing trip in Keene, NH on January 12, 2019.
- COLIN NOVACK nominated by Mike Foley  
For coming to our planning meeting. And for all his work he does for the trails around Worcester area
- JIM WALSH nominated by Debi Garlick  
For volunteering to escort a hiker, back down to Highland Center after hiker become ill while ascending Crawford Path to Mt. Eisenhower.
- DENISE GUILLEMETTE nominated by Debi Garlick  
For volunteering to escort two hikers back down to Highland Center after they had decided they were not physically able to continue the hike up to the summit of Mt. Eisenhower.
- WILL DESROSIERS nominated by Debi Garlick  
For filling in as co-leader on Mt. Eisenhower hike due to loss of two leaders. Will filled in as lead hiker and sweep and assisted hikers with gear and layer changes.
- DENNY LAFORCE nominated by Neil Schutzman  
For organize a variety of 2019 bike tours for our cyclists.

**January VOM winner: NORM DUBUC**

Nominated by Pat Lambert for being a welcome table volunteer at Gala. Norm also provided the narration for the Chapter's historical timeline during the Saturday evening event.

**January VOM ACCEPTED**

**[6:42 PM]**

**NEW BUSINESS**

**Feedback on Chapter Planning Meeting (Joe, All)**

Welcome to any ideas on what we can do differently next year and/or what we should do same

(Bill) I think it was very good

(Mike M.) Any thought on what we can do with the list of ideas that didn't get picked -- should we keep these ideas on an active list?

(Joe) We can't move forward with all ideas, but they are documented for future reference

(Kim B.) I will be following up on a more modern meeting facility

(Joe) We will have each group provide status report on goal progress; one group will report each month, rotating through so each group will present twice throughout the year at monthly EComm meeting; Do we have a volunteer group for next meeting to go first?

(Paul) Yes, Leadership group will go next month.

(Jose) I liked that you invited Faith to give update on AMC.

**[6:46]**

**Summary from Summit (Joe)**

Many from our Worcester Chapter won awards

- Distinguished Service Award: Steve Ciras
- Volunteer Leadership Award: Pat Lambert, Pete Lane
- Warren Hart Award: Ed Faron, Steve Crowe
- Marian Pychowska Award: Pete Lane, Laura Lane, John Grote, Emerson Grant, Joanne Bartlett

Fall Gathering registration will open July 1<sup>st</sup>

IT discussion:

(Joe) Web migration is not happening this quarter

(Kim B.) We are doing important work on our reservation system

(Neil) I've heard numerous complaints from leaders having to change their password every 6 months

(Paul) Getting probed every day on phishing attacks, etc.

(Joe) Chatted with folks from Maine about Maine Woods; they are eager to hear about possibility of another shelter now that we own Baker Mt; opportunity for new trails in that area

(Jean) I was in a round table discussion and almost half had not heard of the Maine Woods initiative

(Neil) There has been a lot of money spent in Maine Woods -- has anyone done an analysis?

(Joe) The 100k acres will pay for itself through land rights and logging

(Neil) I'm wondering if it has it been good invest for members, not for financial

(Paul) The primary initiative was for conservation

(Kim) We will not make money, but will pay for itself

(Joe) I see a parallel in what we are doing now in Maine, to what was done in the Whites

(Neil) Are we increasing use; who is going there? Part of the goal was to off-load the Whites; the tremendous overcrowding and limited resources in Whites; wondering if we are making progress?

(Joe) If there is opportunity, will try to get better answers

(Joe) Paul Glazebrook was elected to the OLDC (Outdoor Leadership and Development Committee).

Reviewing policy for e-bikes; send any recommendations for policy to Paul

(Mike M.) Update on incident reports?

(Paul) There were ~30 incidents; consensus is that incidents are underreported; what we'll will be doing is to train people on when to send in an incident report; and expand to include harassment, confrontation, etc.

(Mike M.) Will also expand to include on near misses; e.g. if people had to come down from a hike

(Neil) I see this as another barrier to becoming a leader; need to see the value in this

(Paul) There will be training/guidance on this; will touch on this at leadership training

(Kim B.) They use near-miss for case studies

(Neil) Thought it was for insurance reasons; this may be difficult to encourage and may get the wrong response

**[7:01]**

**Dog Policy (Paul)**

Sent out to EC but not all received.

Primarily applies to hiking trips; with the exception of service dogs, is up to the leader to decide if dog can come on trip; participants should tell you in advanced and dog should not

be compromised so that the trip is compromised; e.g. don't bring a chihuahua on a hike to Eisenhower in winter; also, some areas don't allow dogs; if participants show up with a dog at the trail head without telling you, turn them away.

(Neil) I have no experience with dogs, but one of reasons I say no is because I don't feel I have control of dogs; am I responsible as leader if dog starts biting people?

(Paul) You need to screen a dog if allowing on trip; complicates tremendously; short answer is "don't allow" but it's up to you; however, there are dog friendly hikes

(Joe) There was an incident that raised the question of what of what our Chapter policy is

(Mike M.) It came up at DEI because so many people feel excluded because they can't bring their dog, but can't leave them home during a trip

(Jose) There can be separate dog friendly hikes

(Paul) A service dog is any dog or other animal (not a pet) regardless whether licensed or certificate as service dog; in other words, anyone can say this, and you can't ask for documentation

(Joe) We as hike leaders can't ask for documentation

(Paul) If it's changing the hike, you can legally say no

(Bill) If one person on my trip is not comfortable with dogs, I say no

(Joe) I'm not sure you can say no just because someone is uncomfortable

(Paul) It must be that it changes character of the hike for you to say no; find out ahead of time and get guidance from legal

(Shalin) Why don't we link to that on our site (dog policy); and have people ask if they have questions; is there a discrepancy in liability; is it ok for trip leader to take on responsibility?

(Joe) I think it is laid out better in actual policy

(Paul) [reads policy] ...can't impact safety of dog and/or participants

(Joe) There are loose ends; we all need to get familiar with official policy and discuss; How does it impact Worcester Chapter policy? What if someone else has problem with dog? Need to identify holes and bring those up to club

(Bill) What if it's a seeing eye dog? I can't screen for that.

(Paul) should be covered by medical questions in screening

(Alex) fundamentally altering trip is vague so would be good to have examples

(Paul) in perspective it rarely happens

(Debi) has happened in other chapters because they are posting as dogs now allowed

(Joe) We should plan to have follow up discussion

(Paul) Will send out policy to everyone

[7:16]

### **Proposal for 2019 Chapter Picnic (Kim B.)**

Typical weekend is problematic because they have scheduled the chapter retreat for the same weekend; the park is not open the week before; there is no good alternative; Intent is to drive membership, but has not been successful

At planning meeting, we discussed that Worcester doesn't have signature event; maybe instead of picnic we could make something like Trails Day a Worcester Chapter signature event as alternative; we can try this year and if goes will can continue

(Neil) That is also national bike touring weekend; cycle tour training; we could advertise them together. Maybe the bike tour can end there at the event?

(Shalin) I went to trails fest last year for the 1<sup>st</sup> time and was great but wasn't one cohesive event; thinking AMC Worcester is preeminent "big cheese" and we should be leading with marquee event; the goal being to increase members, coral partnerships, funding, next generation of people (new people, new partners); this is how we can get all in one felt swoop; having a marquee event is a way to have a billboard; advertise what we do and bring people in; every activity should be represented.

Researched 20 mile radius; there are many opportunities with shops, DCR, GWLT, etc.; should be playing with partners and peers and pooling dollars; combine with National Trails Day and do a big event; there is nothing like this out here, encompass outdoors at large; bring in everyone that engages in the outdoor community; this will require every chair to put in time; the hurdle is that everyone has to do it, but the pay-off is big.

(Steve Crowe) Since we did Trail Fest for 100<sup>th</sup> Anniversary, we are better off doing it on National Trails day; next year we have Fall Gathering to do; maybe do every other year; can brainstorm other events

(Joe) June 1 is National Trails day; we should shoot for a big event, but the next one doesn't have to be another huge event

(Jose) May have to go through Faith to make sure partners are ok

(Steve Crowe) There are less hoops to jump through at ski area; don't have to have a signed agreement; we can have people stationed outside leased areas and have language to say we have ambassadors on trails; we can discuss membership but can't do any fund raising

(Shalin) Doesn't have to be outdoor space; other states do this off season; when you have so many activities people can't touch all of the things they want to touch

Heard from Claudine that we are outside the city and don't go in to pull people out; there are a lot of colleges that have organizations that want to be part of this

(Bill) Can't lose focus that Worcester Chapter is running

(Shalin) focus is different; promote outdoors matters in central mass and we have activities and we happen to be largest player

(Don) Is there any opportunity on Earth day?

(Joe) Is there enough backing for this idea? Do we want to pursue, and do we nix spring picnic?

(Jean) Spring picnic came up at membership meeting and someone had a point that if you do the same event, same way, it gets stale; I didn't know it was to get new members; I'm in favor of it a giving shot

(Joe) Next step is empower team to put a plan together

- Group: Shalin, Kim B., Steve Crowe, Don, Mike M. and Mike F.

(Paul) Incremental is good; don't bite of more than we can chew

(Joe) We will clearly be taking the lead

(Shalin) Colin from GWLT will be involved; if you want to benefit from this event, you have to work for it

(Kim B.) Need to come up with proposal (co-own with Shalin)

Joe M. moved, and it was seconded, that we eliminate this year's Spring Picnic in favor of pursuing the new event idea as discussed above (for this year).

**MOTION CARRIED unanimously**

[7:37]

**Proposal for Allocating Endowment Money (Neil)**

Every January we do our chapter budget without a formal spending plan

Need higher level plan that outlines how much money we have:

- What we get from AMC Corporate (known in January)
- What we get from endowment (known in July)
- Less what we will give to groups outside of the Worcester Chapter (known in July)

We don't specify upfront how the money will be divided between our chapter budget and external requests, so result is attempting to cut internal expenses with no target

Propose we have a target spending amount before we start budgeting

- We know the AMC income
- Estimate endowment based on past years

Use these numbers as a starting point and allocate as follows

- 40% Chapter activities
- 40% external requests
- 20% allocated as EC determines

Example:

- \$9,000 from AMC Corporate
- Last year's endowment: \$25,000
- Chapter spending:  $\$9,000 + (\$25,000 * 40\%) = \$19,000$



- Money for external groups:  $\$25,000 * 40\% = \$10,000$
- Money to be allocated as EC determines:  $\$25,000 * 20\% = \$5,000$

Benefit is we know how much money we have to spend internally and externally; good size buffer for unexpected expenses, Endowment short fall, build savings

Hard data from Bill; it is not that straight forward... for last few years we have data that 80% was for external; if we continue it would be a \$4k loss; we have to cut internal expense or what we give out to external groups.

(Joe) I like having structure around a major portion of the money

(Michele) The problem is it conflicts with the purpose of Endowment

(Neil) The purpose is to fulfill AMC mission, but point taken

(Joe) We are still using money as originally planned

(Michele) but only have \$10K

(Joe) The problem is in past years we could subsidize things that used to be endowment request, but are now considered chapter expense

(Bill) There have been things we regularly contribute to; then that organization knows we have the money and come to us for other projects (e.g. Maine shelter)

(Joe) Are you suggesting, we don't have as much control as we need; were we strong armed?

(Michele) No, we wanted to do that

(Neil) If we still say we have money for external; we can say we can give money for 'X' but we can't give money for YOP; we are not a bottomless pit of money; we need to have high level decisions to avoid this; even counting endowment, we have been over spending

(Joe) We have money in reserve (endowment) and another chunk for operations; \$10K came from reserve

(Kim) What problem we are trying to solve

(Joe) Pre-allocate money so endowment knows what they can spend, and operations know how much they have to work with

(Kim B) When we fix the endowment process, we should have clear amount to what we can give

(Neil) We now have no guide; front loaded taking out what we need before getting requests

(Joe) All we are doing is clarifying Neil's proposal; I would like to take this to the finance committee and would like to invite Neil to explain.

After much discussion it was decided Joe will convene a meeting for those on the finance committee and invite Neil and Michele, so all can get a full understanding and evaluate the proposal

[7:53]

## **2019 Budget Proposal (Finance Committee)**

The budget proposal was distributed and some of you commented; I have everyone's requirements included; the only change was to the year-to-date actuals updated from Jose's report; Mike M. had comment on YM

(Mike M.) We had a vote for YM members to apply for reimbursement on Summit and (YM) Annual Planning meeting; based on those results, we will change budget going forward (will put in next year's budget), there was no one not on EC that went this year, so we can ignore.

Members decided we needed more structure; funded \$40pp and additional expenses; fleshed out committee; defined roles/chairs; set goals for leadership/membership; generated content for newsletter; got emergency funding but want to make is a part of next year's budget;

(Neil) I object to spending money on food for this meeting; I love spending money on people and activities

(Mike M.) Our original budge was \$1,800, came back with \$1,400; but want budget increase of \$150; want EC approval of subsidizing people for planning meeting; we cut budget in other areas

(Alex) There is also a leadership appreciation component to this; YM has grown and it is important to do this

(Neil) In cycling we have money for leader appreciation; if incudes all leaders I approve

(Joe) Given what Mike M. has said, I propose we vote on this budget with the additional \$150

(Joe) With the current draft budget, we are tapping into the endowment by almost \$10K (ask from endowment)

(Bill) I'm offering to lower my budget by \$50

(Neil) I'm concerned we will have \$5K less to give to externally than we have in past few years

(Joe) Without the benefit of verifying numbers, I would like to vote on budget; if you have any concerns about what Neil just said you, should vote no

(Neil) Managing also means to me that we can give less; don't want to get into argument that this is the right priority

(Shalin) Can programs give money to YM?

(Joe) Technically need to get approval, but yes you can do that

(Jose) We will look at budget in April to see where we are

(Bill) The budget is incomplete because we have not itemized any endowment

(Joe) This budget says we will ask for \$10k from endowment; that can be transferred to operation accounts

(Kim B.) It is complete because it is our operating budget

(Joe) Assuming endowment will approve, and we approve this budget, we will ask the endowment fund for \$9702. This is the only effect on the endowment that our budget will have.

(Bill) I'm not happy with it

(Kim B.) This is just our operating budget

(Neil) There is a 3<sup>rd</sup> pool of money which is income source we expect from fees, etc.; it will balance out

(Bill) Can I spit out numbers? Last \$24K... where did the money come from?

(Joe) We don't have the data to have this discussion; I propose we put this to a vote; these are our marching orders for now; if we get together as Finance Committee and find a problem, we will come back and amend the budget; will get group together this month

Joe M. moved, and it was seconded, to approve the budget with the additional \$150 for YM (less \$50 from Endowment budget per Bill Z.)

Motion carried by majority (Yea 17, Nay 1)

**Budget APPROVED**

**[7:40]**

**Food for February EC meeting**

Volunteer for food is Paul G,

**[8:15 PM]**

**OLD BUSINESS**

**Action Items (Joe)**

- Reminder to regularly upload official Chapter documents to Summit; e.g. minutes, EC meeting agendas, treasurer reports, policies, workshop plans, etc. [All]  
AMC acknowledge this doesn't work and are working on solution; for now keep all docs safe; upload if possible
- Enable Summit/SharePoint accounts for new EC members. [Joe]  
Email from Suzanne says we won't have access right away; may be updating to something better in near future
- Clarify and advertise policy on reimbursement for Club meetings. [Fin. Comm.]

- Annual summit is coming in January; official policy chapter document says you are only eligible for reimbursement of registration fee if you are required to go (e.g. Joe, Kim B, Chris Fogarty), unless committee votes
- Order name tags for new/changed EC positions. [Jean] DONE  
Ready for pickup in West Boylston; will have next meeting
- Update EC Roster and send to Club. [Joe] DONE
- Update Chapter website contacts info. [Joe] DONE
- Update email aliases. [Deb/Paul] DONE

**[7:50 PM]**

**Round table (All)**

(Shalin) WFA CPR sold out; 9 on wait list; Jump committed to 7 (want to send 9 but told them have to reduce); attendance in advance WFA will probably be large but have no budget

(Joe) If we need to offer an additional training program, come to the EC with a plan; we may have money later in year

(Neil) Need to know what value you get from advanced training; is it necessary for us to take to courses, or just about money

(Jose) In past they said they don't want to run course like this because attendees hadn't remembered enough from the basic WFA course

(Shalin) If you know of anyone for leadership training, we want more attendance; have 15, but not a lot from Worcester; training is Feb 23-24

(Kim) We have 15 for backpacking workshop; reshare/post on FB; YM promote within your organization

(Paul) Leadership pipe line is up to 9; 4 new leaders since last meeting (2 are transfers); Jim Walsh is being reactivated; club leadership requirements and guide has been approved; Voted no requirements on life jackets

(Neil) Denny just had meeting with someone for DCR that will have room available for self-propelled travelers; if important for your activity let me know

(Jean) Disturbing news that membership across club has dropped; error on their part because in 2015 didn't send out renewals to all; will be reducing mailings from 4 to 3; increasing time for renewal notices; Terry Morrow now has DropBox and can request documents from her

(Michele) A few weeks ago I got message from *[missed name]*, who is the great grandson of the 1<sup>st</sup> chapter chair; came across article and liked that the 1<sup>st</sup> meeting was held at Germain Street; fond memories

(Jon) At summit climbing chairs had meeting; planning process of inter chapter meeting

**[8:28 PM] Meeting Adjourned**