

Alaska Trails Board Teleconference Meeting Minutes  
March 15, 2005

1. Call to Order at: 9:05 AM

Attendance: Jack Campbell, Jack Mosby, Lisa Holszapfel, Dan Chagnon, Lindsey Winkler, Jeff Orth

2. Changes to Agenda Old Business, Item I, Trail Clearing: under New Business Item f, Trail Grant foundation, Item g, Combined Federal Campaign

3. Reading and Approval of Feb 8, 2004 Minutes - Jack C – Approved by the board.

4. Old Business

- a. SnowTrac Grant and Americorps Request Status – Lindsay – will follow up on status.
- b. Additional Web Page Material – All – Corrections will be up by the annual meeting. Changes should be forwarded to Jack M.
- c. Alaska Trail Champion Trail Training Curriculum Status – Lisa – Nothing new.
- d. Feb 12 Winter Trails Day Update - Jack M – Good Attendance. Conoco Phillips is having a kid's fun day at the Egan Center on May 21 1-4PM. Possible opportunity for another booth and exposure if we get some volunteers.
- e. Agency MOU update - Jack M - The Forest Service MOU has been signed and returned to them for signature. State Parks is ready to sign with modifications. BLM is pending. Fish and Wildlife is considering theirs.
- f. 2005 Membership renewals update - Jack M – Jack M asked each board member to get 5 more members.
- g. General Membership Elections March 31 update – Lisa – No nominations from the web.
- h. Alaska Trails Initiative Grant Program Status - Lisa or Jack M – Intent is to get trail funding to the field by June.
- i. Bylaw review status – Geoffrey – In Process. Email balloting will be on the agenda. Review should be complete by general meeting on March 31.
- j. Thank You certificate update – Lisa – Sent to Senator Stevens
- k. Annual Report status – Dan – Needs to be done by the end of the month for CFC applications.
- l. Trail Clearing – Possible work on the Iditarod Trail. Will include access to Portage Lake. Allison Rein, Forest Service in Girdwood is the agency contact.

5. New Business

- a. Board job descriptions & needs – All – Board members need to provide a short description of their jobs to Lindsay. Lindsay will provide some draft job descriptions by the annual meeting.
- b. 2005 work plan & revision to '04 Strategic Plan - Jack M – Jack will come up with a 2005 draft work plan by the annual meeting. Jack wants a small committee to form a strategic plan for the next year. Lindsay and Jeff will help. We need to complete the annual report for 2004 and do a strategic plan for 2005-2006 and do a work plan for 2005. Teleconference will be on March 22 at 9:00 AM Lindsay to set up the conference for the strategic plan.
- c. Annual Membership Meeting Agenda March 31 - Jack M – Set for March 31, 7:00-8:45 at the BP Energy Building in Anchorage. Jack M to have a potluck at his house prior. Following this was an extended discussion of the trail situation in Fairbanks. It was suggested that Fairbanks people contact Ron Swanson and Pat Owens of the Mat-Su Borough to get some info on how to get started on confirmation of trail status. It helps to have an assembly person actively promoting trails. It was also suggested that we have Jody Simpson give us a talk on how the process got started in Mat-Su Borough.
- d. Additional Board Member Nomination from Barrow - Jack M –Jim Vorderstrasse is eligible. Jack Campbell moved, Lisa seconded to add Jim to the Board. Approved by the board unanimously.
- e. Drug Free Workplace Policy Adoption - Jack M – Dan moved to adopt. Board approved unanimously.

f. Trail Grant Foundation and Endowment – Need to get a higher interest rate on the money saved at the Credit Union. Jack C moved to have investment of our money in securities examined. Dan seconded. Approved by the Board. Need to look into establishing an endowment for supporting a trail grant foundation. Some form of structure is required by some grants.

g. CFC Combined Federal Campaign Application – Due April 1<sup>st</sup>. Joe will do the form. Dan to do the annual report. Will need the input by March 25. Jack M. to prepare.

h. Participation Waiver and Release Agreement - Lindsay moved, Lisa seconded to adopt. Approved by the Board.

6. Trail News (2-minute limit) -

a. Board members – The ARPA conference is April 4-6, 2006 in Fairbanks.

b. Members -

c. Public Comments -

7. Adjournment – At 10:10 AM.

8. Next Meeting: APR 12, 2005 @ 9:00AM

Prepared By:

Jack Campbell, Secretary

#### ACTION ITEMS

1. Board members should try to recruit 5 more members

2. Board members should send a short description of their job to Lindsay. She will generate job descriptions.

3. Jack M to develop a draft work plan by the annual meeting.

4. Jack M with Lindsay and Jeff will develop a strategic plan for next year. Lindsay to set up the teleconference.

5. Joe Westfall will prepare the CFC application. This application needs the annual report.