

Teleconference Minutes
Alaska Trails Board Meeting
November 14, 2006

1. Call to Order: 12:09 PM

Attendance: Lindsay Winkler, Geoff Orth, Lisa Holzappel(NPS), John Underwood(AT), Jim Vorderstrasse, Jack Mosby, Jack Campbell, Blaine Anderson, Wayne Biessel, Howard Davis, Dan Chagnon, and Tom Hamill(AT).

2. Changes to the Agenda: Add New Business, E. Singletrack Advocates

3. Reading and Approval of October 10 Meeting Minutes – Old Business, C. Change “whomever they choose” to “the best candidate”. The minutes were approved as corrected.

4. Treasurer's Report: Geoff - Joe Westfall has resigned from the Board and the Treasurer's position. Income this year will exceed \$25,000. This will affect our reports to the government. The cash flow report and the balance sheet for the last two years are in the mail. These are being tracked by project and category. Jack C. moved to approve the report. Dan C. seconded. Report was approved.

5. Old Business

A. Update on the Trails Training Curriculum: Jack M. - Advanced modules have been narrowed down to 7 or 8. Wayne is leading the effort to Designing Great Trails in Alaska; Blaine is leading the section on Trail System Management; Kevin Meyers is leading the section on Wet Trails along with Mike Shields; Mike will also do Small Bridges, Culverts, and Fords and also Trail Structures with some help from Wayne; Paul Sandhofer has agreed to lead the section on Trail Accessibility along with some help from Bill Evans; Samantha Carrol has offered to write a section on How To Get A Great Grant; Julian Morrissey may also take on the Sharpening and Care of Hand Tools (this has not been confirmed). Jack M. will try to make the draft material available on MS Word. By the end of November the leads will have a course curriculum outlined. Curriculum to be completed after November. Kevin has sent out an outline to help get people moving. Jack M. to pursue the problem with the software, i.e., putting it on MS Word or leaving it on Design. Anybody interested in helping with the curriculum contact Lisa.

B. Credit Card Acceptance on the Website - Geoff: Has been set up on Paypal. Links will be established by Bonnie Brewer in the near future for payments by individuals and businesses. Email to be sent to existing members to let them know when they can pay online. NPS gave Bonnie a cash award for the work she has done for Alaska Trails. Lisa to prepare and article for the newsletter and sent is to Jack M. by the 25th.

C. Project Coordinator position update - Lindsay

Tom Hamill of Birch Trails Adventures located in Chugiak, has been selected by the Education Committee for the Education Program Coordinator consultant position. We are currently in the process of finalizing the contract and expect to do so upon his return in mid-November. Tom has drafted a contribution to the AT quarterly newsletter. We are excited to have him working on the project and his background in planning, teaching, and leadership were key factors in his selection.

D. Geoff Orth as a signer for Alaska Trails - Lindsay

By email vote after the last meeting, there was a unanimous vote to add Geoff Orth to the bank account as a signer. It would be appropriate to confirm this vote during our regular meeting. Jack M. moved. Blaine seconded. Approved. Geoff abstained from the vote.

E. Great Land Trust Wetland Sanctuary Project - Jack M.

Location of the Sanctuary to be completed in the next month. They will expect to form a contract with AT to act as project manager to complete the interpretive trail. Jack has met with NEMA to get an estimate for the boardwalk that will be necessary. To be completed next year.

F. Membership Drive - Geoff

At the October meeting all board members agreed to develop 20 names of individuals they would approach for AT membership. Action to be postponed until Geoff returns from Mexico in the middle of January. REI has offered us a matching grant for funds collected from membership. We need to contact REI to confirm the time limits of the offer.

G. IMBA Work Party - Lisa

Need to select a work area for the IMBA people. They will come up to do trail work.

6. New Business

A. ARPA Conference 2007 - Dan

At the September meeting, Dan agreed to review the 2007 conference possibilities for AT and where we could participate. Dan will prepare what AT will present at the conference. We have previously decided only to participate in the conference biannually.

B. Gold Rush International Trails working group - Lisa

The planning group for this proposed trail system is looking for a pass thru grant holder similar to what we did for the Single Track Advocates. The government cannot perform this function. The proposed trail system has potential economic benefits for SE. This would not take place until the Summer of 2008. We might get money as early as the Summer of 2007. The idea is to establish a multiyear account for the project. Geoff moved that we act as a pass thru entity for accepting funds for GRIT. Jack C. seconded. The amount involved is about \$60,000. Motion approved. We should have a MOA on this. Lisa to draft an MOA based on the Singletrack agreement.

C. Safe Routes to School Update - Lisa

Alaska DOTPF and Health and Social Services applied to the RTCA for a grant to establish safe routes to school. They have obtained \$1,000,000 for the purpose. Juneau has selected Anchorage and Kodiak for the study. This could be expanded to cover other communities in Alaska.

D. Upcoming Newsletter - Jack M.

All items are due by November 25. Jack M. to check with Bonnie to see that it is getting done.

E. Singletrack Advocates - Jack M.

Jack recommended that we lower our pass-thru fee from 5 to 2 ½ percent. The idea is to get more money on the ground for trail projects. The administrative cost should be covered. This would require a renegotiation of the MOU. We should perhaps have a policy of charging 5 percent the first year with a provision for renegotiating future years. Also, once we have a paid staff, the cost of pass-thru might increase. Blaine to prepare a draft policy statement for the next meeting. Jack M. moved to extend the agreement with Singletrack Advocates thru 2007 and leave the 5 percent fee in the agreement, but for next year, based on our amount of involvement, lower the amount to 2 ½ percent. Dan seconded. Motion passed.

6. Trail News

Alaska State Parks has several grant opportunities available now. See www.alaskatrails.org

State Parks has been asked to develop policy on trail standards and classifications that apply to State Parks. Samantha Carrol is coordinating this for State Parks.

MOA is looking for pictures of their trails.

Membership is at 61 members.

The payment to COTI, the Foraker Group, and our insurance company has been made as of November 6th.

7. Adjournment: Dan moved to adjourn, Geoff seconded, conference was adjourned at 1:22 PM.

Reminder: Next Meeting Tuesday, December 12th, Noon - 1:00PM.

Prepared By:

Jack Campbell, Secretary

Action Items

1. See Old Business 5.A - Leads have been established on the Training Curriculum. Jack M. to pursue the software problem.
2. Bonnie to establish links on the website for Paypal.
3. Lisa to prepare a newsletter article about NPS award to Bonnie.
4. Lindsay and Tom to finalize project coordinator contract.
5. Jack M. to coordinate the Greatland Trust contract.
6. Lindsay to pursue arrangements for IMBA
- 7 Dan C. to prepare agenda for the ARPA conference.
8. Lisa to draft an MOA for GRIT.
9. Jack M. to check with Bonnie on the Newsletter.
10. Blaine to prepare a policy statement on pass-thru.