

ALASKA TRAILS

Alaska Trails Board Meeting, Teleconference Minutes

September 11, 2007

1. Call to Order:

Attendance: Board Members: Jack Campbell, Blain Anderson, Geoff Orth, Ken Pendelton, Erin Whipple, Dan Chagnon

Members: None.

2. Changes to the Agenda

3. Approval of the Consent Agenda:

- a. Approval of the June 12, 2007 Monthly meeting minutes
- b. Approval of the June Treasurer's Report
- c. Approval of the July Treasurer's Report

Blain moved, Jack C seconded, Approved.

4. Board Action Items

a. Approve 2007 Elections

Erin Whipple
Ken Pendleton

b. Board Appointments

Secretary Jack Campbell
Treasurer (Acting) Geoffrey Orth
Members at Large
Karl Kassel/Dan Chagnon
Wayne Biessel
Past President Lindsay Winkler

Jack C. moved, Blain seconded, Approved unanimously.

c. Performance Metrics for the Organization —At the annual meeting, the Foraker Group recommended adding “performance metrics” to our Strategic Plan, e.g. metrics (numbers) that illustrate we are meeting our organization's goals. An example of these metrics would be 400 volunteer hours each year (we have already exceeded this by approx. 400 hours). Another example would

be 60 individuals trained in the basic sustainable trails course. I would like the board to spend 15 minutes identifying areas to contain metrics and individual metrics if possible. We should tie this metrics to our strategic plan goals. We need to develop a list of items for “metrics”.

We should gather the information quarterly. This would coincide with other quarterly reporting. Geoff moved to table the discussion to next month, Ken seconded. Approved

d. Whether Travel funds should be allocated for Board members to attend annual meetings or the Alaska Trails Conference. Jack C to draft policy statement.

Geoff moved to accept the policy statement.

Ken moved to table until next meeting, Blain seconded. Approved.

e. Foraker Sessions--Annual stipend for board members to attend training, e.g. \$50 for first year board members and \$25 each year thereafter. Geoff moved to table until the next meeting. Did not pass.

Geoff moved to pass the motion as written, Jack C. seconded, Approved unanimously

f. Board Commitment Letter

Erin moved to adopt the letter as drafted. Geoff seconded. Approved unanimously.

5. Board Discussion Items:

a, Resignation of Lindsay - We hope her well in her future activities

b., Status of Executive Director Hiring, Need to review timelines and compensation. Need to consider health insurance with possible share cost arrangement.

c, Review of current programs, projects, and responsibilities – Should name a person for strategic planning. Need someone to pick up on doing the executive summary. Blain will do. Erin will help on strategic planning. Geoff along with Bob Gorman will head up the ED selection.

6. Trail News: Kodiak - Summit Lake to be rerouted to higher ground. Five of the six bridges have been built. Further work has been planned for trail relocation. Hatcher Pass – Trails laid out for new locations. State Parks Trail Office to be staffed. The REI grant is closed.

7. Membership Update: Same as July.

8. Adjournment: Jack C. moved, Erin seconded, Adjourned at 1:15 PM.

Prepared By:

Jack Campbell
Secretary

Action Items:

1. Jack Campbell to draft policy statement on per diem.
2. ED selection process to be completed.

ATTACHMENTS

1. Policy Statement on Per Diem
2. Board Commitment Letter

ALASKA TRAILS

POLICY STATEMENT ON PER DIEM

The Executive Committee will decide travel and per diem payments to individual board members on an individual and per event basis. The decision will be made on the basis of the distance necessary to travel and the accommodations required at the destination. The traveler will apply to the Executive Committee for approval of expenses prior to travel. Registration fees will be paid upon request by the board member. Upon the completion of the travel, the board member will submit to the Executive Committee receipts for all expenses claimed.

DRAFT DRAFT DRAFT



XXAddressXXX
XXAddressXXX

XX DateXXX

Dear XXX,

Thank you for agreeing to serve on the Alaska Trails Board of Directors. As I am sure you know, our mission is to enhance the Alaska trail experience by supporting sustainable, world-renowned trails through advocacy and educating. Our vision of the future is to ensure that Alaska has the best trails in the world.

To achieve this mission, Alaska Trails has the following expectations of board members:

Attendance policy: Our meetings are the second Tuesday of every month, at 12:00 pm. You may participate by teleconference. If you cannot attend, you are required to identify a proxy to represent your vote.

Please note in the Alaska Trails by-laws, it is stated “Any member of the Board who has not attended or sent a proxy to two consecutive board meetings shall be disqualified from board membership. For purposes of this section a board member who has attempted to participate in a meeting by conference call but was not able to participate because of the inability of the conferees to make the connection shall be considered as an excused absence.”

Time commitment: Board membership requires approximately 6 hours per month of time, at a minimum. This includes preparation and meetings.

Financial expectations: Board members are expected to donate an amount that is significant and meaningful.

Committee: You have agreed to serve on the XXX committee. The current chair of this committee is XXX

Foraker Training: Board members are asked to attend two training sessions within their first year of service, and one session per year thereafter. Training season fees will be reimbursed by Alaska Trails.

Term Length: Your term length is 3 years, expiring in XXDateXXX.

To help with the orientation process and to welcome you, Geoffrey Orth and Lindsay Winkler will be assisting you with this process. Please contact either of us so we can discuss the opportunities that we share as Alaska Trails Board Members.

Please sign the enclosed two copies, keep one and send the other in. In addition, we ask that you sign and amend as necessary the enclosed job description for your position. Should you have any questions about being able to fulfill your duties, please call either of us at 479-0014 or 299-2405.

Welcome aboard! We look forward to working with you to enhance the Alaska trail experience by supporting sustainable, world-renowned trails through funding, facilitating, and educating.

Signed _____

Board Candidate

Date

Signed

Geoffrey Orth, Board Co-President

Date

Lindsay Winkler, Board Co-President

Date _____

Please return the signed statement to

P.O. Box 140264
Anchorage, Alaska 99514-0264