

# ALASKA TRAILS

## Alaska Trails Board Meeting Teleconference Minutes

September 11, 2007

### 1. Call to Order: 12:16 PM

Attendance: Board Members: Wayne Biessel, Jack Campbell, Ken Pendleton, Geoff Orth(proxy Blain Anderson), Bob Gorman  
Members: Jack Mosby

### 2. Changes to the Agenda - None

### 3. Approval of the Consent Agenda: - Tabled until October.

### 4. Board Action Items

#### 5. Board Discussion Items:

- a. Executive Director Hiring – Two job descriptions have been developed. A long version and a short version. These have been distributed to organizations and the news media. We are offering a part time 30 hour week with a pay range from \$25-30/hour.
- b. OHV Safety Project PSA's – One PSA has been done, another is being completed.
- c. Pass-Thru Accounting – Only one organization using the service, Single Track Advocates. We will apply a 2 ½ charge for service.
- d. Annual Liability Insurance Policy – Ken moved, Geoff seconded, continuing insurance approved.
- e. Eska Creek – Greatland Trust Project – Jack Mosby – Expect to finish up the preliminary work this Fall. The Sanctuary Trail Project is on standby until the agreement is completed. The Corps permit is being completed.
- f. Policy on Per Diem – Table until the next meeting.
- g. Anchorage Ski Club – They want to partner to develop a trailhead at the South Fork of Eagle River and connect that trailhead to Arctic Valley. Geoff moved to continue exploring the possibility of working with the Anchorage Ski Club on this project. Ken seconded. Passed with Wayne Biessel abstaining due to conflict of interest.

6. Trail News: Geoff with be helping John Underwood with the maintenance of Skyline Ridge Trail. Trail work continues with the SAGA crew at Hatcher Pass. Matsu Trail Council is completing the purchase of a trail flail for clearing. Also working on a grant for supplying portapotti's for the trailheads on the Glenn Highway and an equipment trailer.

### 7. Membership Update: None

8. Adjournment: Bob moved, Wayne seconded, adjourned at 12:48 PM

Prepared By:

Jack Campbell  
Secretary

Action Items:

1. Jack Campbell to send Geoff a draft agenda.

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## 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