

ALASKA TRAILS

February 12, 2008

Alaska Trails Board Teleconference Meeting Minutes

1. **Call to Order:** 12:06 PM
 - a. Attendance: Blain Anderson, Jack Campbell, Lindsay Winkler, Wayne Biessel, Kenton Bloom, Geoff Orth
 - b. Proxy: Jack Mosby(Dan Chagnon), Geoff Orth(Bob Gorman)
 - c. Staff: Jillian Morrissey
 - d. Members: Jack Mosby
 - e. Not in Attendance: Ken Pendleton(Excused)
2. **Changes to the Agenda** Change date of next meeting. ,Action Items, CFC Participation, Annual Report, IRS 990 & 8734, Project List, Board Discussion, Financial Reporting.
3. **Approval of the Consent Agenda:**
 - a. Executive Committee Summary
 - b. Approval of the January 2008 Monthly meeting minutes.
 - c. Approval of the January Treasurer's Reports.

Blain moved, Lindsay seconded, Approved as presented.

4. **Board Action Items**
 - a. Project List – Jack M. added some to the existing list. To be transmitted.
 - b. IRS 990 & 8734 – Due in May and March – Geoff to handle
 - c. Blain to handle the CFC application.
 - d. Annual Report – Jack M. to complete soon.

5. Executive Director's Report:

Update to be e-mailed. Attached to the minutes. Needs some help to stuff envelopes. Date to be announced. Jack M moved to accept, seconded by Blain, Approved.

6. Board Discussion Items:

- a. Membership Drive. – Geoff mailed out a template to Board members for suggestions. Each Board member should come up with 5 new members and 3 business members. Due back Feb. 28th.
- b. Advanced Modules work session day; February 26, 2008 at National Park HQ in Anchorage. – Jillian will look at providing outlines.
- c. Ken Pendleton has requested a leave of absence from the Board. He would like to keep involved when he is back in the state - The Board accepted his notice as a resignation from the Board.
- d. We could use some names for nominees to the Board of Directors. Send to Blain. – Looking for nominees for President and Treasurer. Election is in April.
- e. New Projects:
 - i. Campfire USA Camp Kushtaka (Kenai Lake) trail charrette(French for a short intense planning session) through ASLA(American Society of Landscape Architects) Kenton has agreed to be involved. -
 - ii. Possible legislative education day in Juneau to support State Parks and DNR trails initiatives. Interested persons speak up. This would be a great opportunity for us. – Lindsay to make contact for us.
 - iii. Muni of Anchorage Challenge Grant and University Lake trails improvements – Blain will cover meeting on how to apply for grants.
 - iv. It's not too early to start thinking about the 2009 Statewide Trail Conference with ARPA. Blain contacted Alyeska Ski Resort in Girdwood to see about hosting some of it there. Training coming up

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- f. Training coming up
 - i. Envirothon – FBX, Advanced Mod coming up in Slana to support community awareness of sustainable trails ahead of NPS Nabesna Road EIS process, March 28.
 - ii. AK Forum for the Environment, Anchorage, Feb. 11, 15. (OHV Rural Troads, RTCA, Koniaq, Hooper Bay examples)
 - iii. Envirothon – FBX, April 26
 - iv. Homer, Haines, Skagway – Klondike NHP trail crew, others
 - g. Financial Reports. - Geoff will attempt to combine the financial reports into one PDF with help from Jack M. and Blain.
7. **Trail News:**
- a. Winter Trails Day Update: Jack M. – Winter Trails Day Events:
 - * * Jan 12 at Hatcher Pass with over 250 participants attending activities on both the lower and upper mountain sites. New this season was the Mountain Bike Race and the Skijoring demonstration. We had good turnout at all of the events. A survey to the organizing committee asking for suggestions and comments for next season's event. Partners included: MatSu Borough Parks, REI, Alaska Trails, Valley Mountain Bikers and Hikers, MatSu Trails Council, Pioneer Ski Patrol, North Star Volunteers, and AK ST Parks.
 - ** Jan 19 at Reflections Lake (~260-300 people) with event sponsor Alaskans for Palmer Hay Flats providing cookies, apple cider, hot chocolate, warming fires, blankets, and logistics. Additional partners Mat-Su Borough: Linda Brenner, Director of Community Development Dept. Arranged for needed support for ice skating; Warren Templin of Borough Parks Dept. groomed ski trail, provided needed equipment; Brett Memorial Ice Arena - Elvin Asey taught ice skating skills to beginners; Palmer Ice Arena - Steve McSwain provided skates and Seina Johndro and Hope Dietz helped dry skates off and get them back on the shelves; Alcan Electric - Provided a truck with a plow to clear the ice with work done by Dave Hopper and Dan Wiggans (APH board members); Alaska Trails (Jillian, Wayne, Jack, & Amber Hahn) Doing the lions share of the work fitting everyone with skis and snowshoes, and arranged some publicity; REI loaned the skis, snowshoes and poles; and ADF&G provided a port-a-potty. Next Winter Trails Day event is scheduled event is Feb 16 (10:30 AM - 4:00 PM) in Anchorage at the Campbell Creek Science Center with BLM and REI being the major partners.

Will need more volunteers next year. Need an MOU.
 - b. Ester Dome Singletrack. Involved in discussion w/ stakeholders for the construction of a mountain bike trail on Ester Dome in Fairbanks: Geoff – They want to construct 10 – 15 miles of new trail. Currently in preliminary stage.
 - c. ORTAB has approved the Anchorage Hillside development through Single Track Advocates. Need more information on the ORTAB meetings.

8. **Membership Report:**

As of 2-10-08: 10 total - 0 agencies, 0 businesses, 1 family, 8 individuals (2 lifetime, 2 comped), 0 student, and 1 trail organizations (0 recip). This includes several that became new members in Oct-Nov-Dec.

9. **Project Updates:**

- a. Jack M. said that to qualify for Rasmussen Foundation Grants the Board will need to make a meaningful contribution above and beyond membership dues.

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10. **Adjournment:** Jack M. moved, Lindsay seconded, Adjourned at 1:05 PM.

11. **Next Meeting:** Tuesday March 11, 2008 at 12 Noon

12. **Action Items:1**

- a. Annual Report - Jack M.
- b. IRS – Geoff
- c. Blain - CFC
- d. Blain and Geoff to revise financial reporting
- e. Membership Drive – Board to submit names for five members and three businesses.
- f. Lindsay to contact SE about education day for legislators.
- g. Jillian to prepare outlines for the work session
- h. Nominees for the Board - Send to Blain.

Prepared By

Jack Campbell, Secretary

Executive Session Followed.

Attachments:

Executive Summary
Executive Director's Update

Alaska Trails

Executive Summary for February 2008

- 1. For those in Anchorage, this month's meeting will be at our new office: 750 W 2nd AVE STE 205, Anchorage 99510, (907) 334-8049 – (shared w/ NPCA). Parking is at meters on the street or the paid parking lots nearby. Get there early to find a spot.**

2. Executive Committee News:
 - a. Payroll is being handled with the assistance of Richards, Johnson & Granberry, an accounting/bookkeeping firm in Fairbanks.
 - b. Instituted cost allocation and project tracking procedures to assist in recouping direct and indirect expenses.

Prepared by Blain Anderson

Executive Director Update

8 February 2008

Existing Projects

Alaska Forum on the Environment

- Will be at the conference all week – standing next to our updated display board!
- Also am moderating a funding panel at an all day training on Friday the 15th

Membership Drive

- Updated AT brochure for drive
- Working on a ‘Letter from the Executive Director’ for mailing brochures
- Would like some help for an envelope stuffing – afterhours with pizza at the office?

Advanced Modules

- *Advanced Module Workday* on Tuesday, February 26th
All curriculum designers will be presenting a mini-session on their module for peer feedback
- The Training Schedule is coming along:

Community	Date	Courses Offered
Kodiak – Trail Summit	May 3 & 4	Introduction to Sustainable Trails & Wet Crossings & TBD
Homer	May 17 & 18 (still confirming)	Introduction to Sustainable Trails, Leadership & Volunteer Management
Palmer	June 6 & 7 <i>National Trails Day</i>	TBD
Bethel	Early June	Best Management Practices for ATV trails in Alaska
Nome	Early June	Best Management Practices for ATV trails in Alaska
Tok	mid-August	Introduction to Sustainable Trails & TBD
Valdez	September <i>National Public Lands Day?</i>	Introduction to Sustainable Trails & TBD

IKGRT

- Last conference call on Thursday
- Starting to post more information on the IKGRT quicklink on the AT website

Great Land Trust – Sanctuary Project

- Contract is finalized by Great Land Trust and is en route to the office
- A timeline will be created soon for summer scheduling

BLM – OHV

- Filming for the Todd Palin PSA has been postponed because of the Iron Dog
- One idea is to postpone until May and do only an ATV PSA...

General Operations

- **THANK YOU Lisa Holzapfel** for her generous contribution of art to the office!!!
- Also to **Jack Mosby for his oxygen contribution with plants!!!**
- New Display Board design

Executive Director Update

8 February 2008

- Alaska Forum on the Environment – All next week
- Winter Trails Day at BLM Campbell Creek Science Center

New Projects

Singletrack Advocates– Hilltop

- Janice Tower/Singletrack Advocates was awarded a Challenge Cost Share grant and I will be providing leadership, education and project management for the 2 youth crews from July 21-August 15 (an additional \$3200-4000 for AT!)

Chugach State Park – Middle Fork Trail

- Met with Tom Harrison, Superintendent and Matt Wedeking, Chief Ranger of Chugach State Park
- Idea is to survey and design a new ‘sustainable’ 150-200’ re-route on the Middle Fork
- I am the lead on the grant and getting ample assistance from Matt
- I am going for a Tier 2 Rasmuson grant

Custom Trail Trainings

- Slana – 3 hour training for the community that will make \$600
- Chugach State Park – wants a 3-day training for seasonals at the end of May
- SAGA requested a 3-day training for early April – nothing confirmed yet (an additional \$1800)

AK Trails - Balance Sheet - As of 01/31/08
As of 01/31/08

02/10/08

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Account	12/31/07 Balance	01/31/08 Balance
ASSETS		
Cash and Bank Accounts		
AK USA Checking	8,881	7,261
AK USA Savings	10,435	10,435
Long-Term Savings 5/08	1,139	1,143
REI Grant 8/07	5,132	5,220
RST BLM OHV Proj 6/07	5,220	5,220
RST Organizational Endowment 5/10	4,470	4,487
RST SngltrckAdvctcs	5,000	5,000
RST Trail Endowment 5/08	1,215	1,219
Cash on Hand	0	0
PayPal	43	0
TOTAL Cash and Bank Accounts	41,535	39,985
Other Assets		
Agency Svcs	0	0
Property, Miscellaneous	0	0
Property, Tools	0	0
TOTAL Other Assets	0	0
TOTAL ASSETS	41,535	39,985
LIABILITIES		
Other Liabilities		
Singletrack Advocates	9,956	9,956
Payroll - Federal	144	334
Payroll - State	60	67
Reimbursables	0	0
TOTAL Other Liabilities	10,161	10,357
TOTAL LIABILITIES	10,161	10,357
OVERALL TOTAL	31,375	29,627