

PHC Steering Committee Minutes - Meeting of 8-31-16

Following are the minutes of the 8-31-16 meeting of the Prescott Hiking Club Steering committee (aka SC or the Committee). The meeting took place at the Wildflower Bread Co., and the following members were in attendance: Cindy Cassady, Lisa Garnes, Louis Mackall, Jim Perry and Karen Wechsung.

The meeting began at 3:00 pm and adjourned at 4:30 pm.

Previous Meeting Minutes: The minutes of the 6-29-16 meeting were approved without changes.

Items Completed:

- A. **Password Protecting the Hike Schedule and Planning Worksheet:** Since opening up the hike schedule and planning worksheet online to all members, there have been no problems. It was therefore decided that password protection was not needed at this time.
- B. **Hike Facilitator Security:** It has been brought up that posting a hike facilitator's full name on the web site schedule each week could put that person at risk for a break in since it is publicized that the person would be away on a hike for several hours. It was agreed that any hike facilitator who wishes to have only their last initial listed, not full last name, may request that be done.
- C. **Club Email Programs:** Jim Perry reported that there have been no problems with the use of Mailchimp as the club's new email program. It was decided that unless some problems occur, nothing needs to be done at this time. Tests can be done and the issue revisited if problems occur.
- D. **Strenuous Extreme Hiking Category:** It was confirmed that a new strenuous extreme hiking category need not be created as a result of the email voting done by the strenuous hikers.
- E. **Forest Service Email List:** It was brought to the SC's attention by Jim Perry that he had received an email from the Forest Service asking that we provide a designated person to coordinate with the Forest Service regarding the condition of trails, burn alerts and other pertinent issues. It was agreed Jim Perry would write up an email to be sent to all club members asking for a volunteer.
- F. **Little Dealer, Little Prices Conference Room:** The club received an email from Little Dealer, Little Prices in Prescott Valley telling us they have a conference room available free of charge for meetings. It was agreed Lisa Garnes would send a reply thanking them for the notice and we would keep them in mind for the future.
- G. **Steering Committee Election:** The SC guidelines state that an election will be held each November to elect 3 new members to serve 2-year terms. It was agreed that Cindy Cassady would put together an email to be sent out to all members in September to ask them to be thinking about serving on the Steering Committee. An official request for volunteers will be sent in early November and a survey monkey election held in early December.

H. Byron Printzmetal's Navigation Class: An request was received from Byron Printzmetal to send information about his navigation class to all PHC members. It was agreed Lisa would contact Byron to let him know we would make his information available and to find out the dates he was planning to offer the class.

I. Christina Nill's Email Message: An email was received from Christina Nill thanking the club for their useful web site in helping her set up a family hiking club and requesting that we put a link on our web site to a Hiking with Children web site. It was agreed Cindy Cassady would respond thanking her, but that hiking with children was not our focus and we would not be adding the link.

J. Monitoring PHC Club Emails: It was brought up by Cindy Cassady that no one person has been monitoring the incoming PHC emails, and consequently, responses to some people have been falling through the cracks. It was agreed that Cindy would reply to two people who's messages had been overlooked and would monitor the club email weekly from now on.

K. Member Email Questions: An email message to the SC was received from a member with questions concerning four items. It was agreed Lisa Garnes would respond explaining the role of the SC regarding the issues brought up.

L. Hiking Classes Policy: An email from a member regarding a woman who wanted to offer a backpacking class to the club was discussed. The woman didn't know how to contact the club and her class is now over, but it was decided that classes or other information of interest to hikers should be passed on to club members by the SC in the future. Also, if members wish to sell hiking equipment to club members, that information may be disseminated to the PHC membership by the SC as well.

M. Publicity Volunteer: Jim Perry brought up the issue that the club needs a designated person to handle publicity issues, such as dealing with the Forest Service, making sure updated brochures are left at the Chamber of Commerce, and other outreach issues. This could either be a SC member or other volunteer from the club. It was agreed that Jim would put together a message to be sent out to all members asking for volunteers.

N. Fall Picnic: It was brought up that a fall picnic needs to be planned. Since the Mammoth Lakes camping trip is in September, it was agreed the picnic should take place in early October and the social committee would handle the details. It was also agreed that encouraging people to suggest and lead more campouts would be a topic for discussion at the picnic.

O. Agenda Items for the Next Meeting: The agenda items for the next meeting were set as follows:

- November election of SC members
- Publicity volunteer
- Christmas party

Open Items:

Sustainability/Growth of the PHC

Important Dates:

Sept 11 - 17 - Mammoth Lakes Campout

Oct. 1 - Fall Picnic

Nov 2 - Steering Committee Meeting at 3:00 pm

Your Steering Committee:

Chairperson: Lisa Garnes (Chairman@prescotthiking.com)

Secretary: Cindy Cassady (Secretary@prescotthiking.com)

Treasurer: Karen Wechsung (Treasurer@prescotthiking.com)

Committee Members: Ellen Arkin, Henry Dye,
