

PHC Steering Committee Minutes – Meeting November 21, 2016

Following are the minutes of the 11-21-16 meeting of the Prescott Hiking Club Steering Committee. The meeting took place at the Wildflower Bread Co. and the following members were in attendance: Louis Mackall, Jim Perry, Ellen Arkin, Karen Wechsung and Lisa Garnes. The meeting began at 9:00 pm and adjourned at 10:30 pm.

The minutes of the 11/2/16 meeting were recommended for approval.

Election of new Steering Committee members: Three club members expressed an interest in filling the three Steering Committee terms that are ending 12/31/16. Consequently, no voting is required. Joanne Polayes, Vicki Reber and Jim Smith will begin their two-year Steering Committee term on January 1, 2017. They will also be invited to attend the next Steering Committee meeting scheduled for December 5, 2016.

Appointment of a club Publicity person: The SC reviewed Jim's proposal for a Publicity Volunteer and approved it with minor changes. An email will be sent to club members describing this position and asking for a volunteer to assume these responsibilities.

Two tasks that were originally presented to be managed by a Publicity Volunteer were removed and a second volunteer position was recommended to assume those responsibilities. This second volunteer position would serve as a liaison with the Prescott Trail Safety Coalition, the Prescott National Forest, and organizations doing trail maintenance. An email will be sent to club members describing this position and asking for a volunteer to assume these responsibilities.

Donation to an outdoor organization: The SC discussed the past club practice of making an annual monetary donation (\$500) to a local organization that supports hiking. The SC agreed to make a donation of \$500 to the Highlands Center for Natural History. In addition to offering outdoor - science education, the Highlands Center organizes a Hiking Spree each year.

Donation to St. Luke's Church: The SC approved a donation to St. Luke's Church in the amount of \$400 for the use of their facility for the 2015 and 2016 Holiday Parties and the 2016 and 2017 New Year's Day Souper Bowl (\$100 each event).

Social Committee Description: A description of the role and responsibilities of the Social Committee was presented and approved.

Social Committee Budget: The Social Committee's proposed budget for the remainder of 2016 and 2017 was presented. The SC approved the portion of the budget covering expenses for the 2016 Holiday Party and the 2017 Souper Bowl. The Social Committee was asked to review their proposed budget with the club Treasurer in the first quarter of 2017 as at that time membership revenues will have been received.

Additionally the SC recommended developing an overall PHC budget that will include any social committee expenses as well as costs for publicity, donations, etc. Karen as Treasurer will provide SC members with a history or club expenditures by category to review prior to budget development.

SC Agenda: It was agreed that the item "Sustainability/Growth of PHC be removed from the ongoing SC meeting agenda.

Roadrunner Logo – The roadrunner logo in the club emails has been reduced in size for those club members that print out the club emails.

PHC Website Photos: Jim Perry will be changing the process for sharing hiking photos with the club. He will provide club members with instructions for this new process once it is in place.

Slow Hike Location Changes: A club member asked that the SC consider rotating the Slow Hike locations each year to offer a variety for those club members who may only be available to hike one day per week. The SC agreed to forward this issue to Jim Smith as the Slow Group Hike Coordinator.

Slow Hike Name/Description change: A club member asked that the SC consider a name change or description change when offering more than one slow group hike option. This issue will be forwarded to Jim Smith to review as the Slow Group Hike Coordinator.

Club Post Office Box: A post office box has been established and that address is now on the PHC membership form.

Next meeting: The next Steering Committee meeting is scheduled for Monday, December 5 at 9:00 am.

Agenda Items for the next meeting:

- Introduction of new Steering Committee members
- SC Operating Guidelines
- Publicity Volunteer
- Liaison Volunteer
- PHC budget 2017
- Slow Hike location and description changes
- Process for posting photos on the club website

Important Dates:

- November 24 – 28 – Thanksgiving Campout
- December 5 - Steering Committee Meeting
- December 8 – Holiday Party
- January 1 – Souper Bowl

Your Steering Committee: Lisa Garnes, Cindy Cassady, and Karen Wechsung, Ellen Arkin, Jim Perry, and Louis Mackall