

## Prescott Hiking Club

### PHC Steering Committee Minutes - Meeting of 11-6-17

Following are the minutes of the 11-6-17 meeting of the Prescott Hiking Club Steering committee(aka SC or the Committee). The meeting took place at the home of Jim Perry, and the following members were in attendance: Ellen Arkin, Cindy Cassady, Louis Mackall, Jim Perry, Joanne Polayes, Vicki Reber, and Jim Smith

The meeting began at 9:00 a.m. and adjourned at 10:30 a.m.

Previous Meeting Minutes: The minutes of the 7-24-17 meeting were approved without changes.

Items Completed:

**A. PHC Budget Review:** Jim Perry presented a summary of PHC's finances as of November 29, 2017, which is the end of the club's fiscal year. The current balance is \$1,738.07, which is very close to the budgeted amount of \$1,781.91. So, the club appears to be in a healthy financial state. It was agreed that finalizing a budget for 2018 would be discussed in January at a joint meeting with the new steering committee members, outgoing members and the treasurer, including decisions regarding any charitable donations the club may choose to make with extra funds that have accrued. See budget, below.

**B. Election of New Steering Committee Members:** It was agreed that an email will be sent out as soon as possible asking all members of the club to volunteer to serve on the Steering Committee for a term of two years starting in January 2018. Four seats will become available as Ellen Arkin, Cindy Cassady, Louis Mackall and Jim Perry will complete their terms at the end of December. If more than four people volunteer, an email election will be held.

**C. Destination Hike Evaluation:** It was agreed that instituting "destination hikes," listing a hike destination and having whoever shows up pick a leader among themselves, has worked well on days when no hike has been scheduled. This practice will continue in the future.

**D. Hike Leader Situation:** It was agreed that we should remind all members that the Hike Facilitator Assistance Program is still available for anyone who would like to be a hike leader but would like some guidance or assistance before volunteering. A list of Hike Leader Mentors is available on the PHC web site under Schedule, Lead a Hike, Hike Facilitators.

**E. Fall Picnic Review:** It was reported that the fall picnic went well; two hikes took place, there was an excellent turnout, the food was great, and everyone seemed to enjoy themselves.

**F. T-shirt Orders:** Joanne Polayes reported that she received almost enough orders, 22, to place the t-shirt order. As 24 orders are required to place the order, it was agreed the club would buy two t-shirts and try to sell them at the Christmas party.

**G. Update of Website Events:** Jim Perry announced that he will be stepping down as PHC Web Master and that Nelson Zarate will be taking his place. It was agreed Nelson should be invited to the January SC meeting, and a SC member will be chosen to liaison with Nelson about web matters in the future. There are many other jobs that Jim has taken care of over the years that also need to be delegated to others. Jim will bring a list of items to the January meeting where it will be decided who will become responsible for these items.

**H. Trail Maintenance Event:** Vicki Reber reported that seven people attended the trail maintenance day on Saturday, November 4, and that the group accomplished a lot. Another trail maintenance day will be scheduled for next spring, March 31. Notification about this event will go out several weeks in advance to make sure more members are aware of it and can make plans to attend.

**I. Future Campouts:** Ideas for future campouts were discussed with Ouray, Canyonlands, and Durango mentioned, but nothing has been definitely planned yet.

**J. Next Meeting:** The next Steering Committee meeting is scheduled for Monday, January 15, at 9 a.m., Cuppers, Lee Blvd.

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

- Welcome new Steering Committee members
- Review and approve 2018 budget
- Decide on possible charitable donations and amounts
- Choose SC liaisons for the treasurer and web master
- Find SC volunteers to back-fill Jim Perry's previous miscellaneous responsibilities

**Important Dates:**

November 19-24 - Thanksgiving Campout, Catalina State Park, AZ

December 14 - Holiday Party, St. Luke's Episcopal Church

January 1 - Souper Bowl, St. Luke's Episcopal Church

January 15 - Steering Committee Meeting, 9 a.m., Cuppers, Lee Blvd.

Your Steering Committee: Ellen Arkin, Cindy Cassady, Louis Mackall, Vicki Reber, Jim Perry  
Joanne Polayes, and Jim Smith

