

Trails For All (TFA) Meeting Minutes
12NOV19: 1730, Monthly Board Meeting
SILPT Conference room
Approved 10DEC19 Regular Board Meeting

a) Board Members Present

Kate Vickery (KV)
Paul Parsons (PP)
Janet Smith (JS)
Herb Kober (HK)
John Anderson (JA)

Absent

Chuck Ziehr (CZ-Excused)
Mark Dembosky (MD-Excused)

b) Introduction

PP called meeting to order. Secretary note: These minutes compiled and written by PP. Only minor format changes made by Secretary MD

c) Consent Agenda Approval

HK motioned to approve consent agenda with one word change as shown below. The motion was seconded by KV.

1. Approval of Minutes from October 8, 2019
2. Approval of the Treasurer's Report
3. Approve the expenditure of funds for storage ~~containers~~ solutions (HK recommendation) for our trail maintenance gear that will be used/kept at All The Range, up to a limit of \$100.

d) Reports

Trail Maintenance – HK provided a summary of the report published by CZ regarding our 2019 Trail Maintenance plan, with focus on items A) 2. (a), (b) and (c), which refer to items needing conclusion. Discussions resulted in the following decisions/proposed actions;

- (a) Thank you notes/emails – it was generally agreed upon that email acknowledgement/appreciation was carried out in a timely and thorough way throughout the year.
- (b) Thank you event for 2019 trail work volunteers – previous feedback for the plan suggested conducting this event early in 2020, in conjunction with a kick off of the 2020 plan. A motion was made by JA to conduct this community event in the spring – the motion was seconded by JS.
- (c) Publicize 2019 results for community awareness – it was agreed that it was important to try to get this done before the end of 2019. PP committed to contacting Jordan Hedberg (JH) to discuss publishing 2019 results along with possibly an interview of PP.

The plan prepared by CZ also communicated that Sue Pelletier (SP), Ken Butler (KB) and HK will not be able to be crew leaders in 2020. PP indicated he was interested in performing that function next year. Another crew leader will need to be established before work begins in 2020.

NFS Signage Repairs/Replacement – Cathy Griffin (CG) provided a summary of work to date relating to surveying NFS trail signage repair/replacement needs. The following topics were presented/discussed;

1. CG stated that she learned from Jeff Outhier (JO) that the NFS does not maintain and inventory of trail signage, so all trailheads would need to be visited to determine exact maintenance needs. CG is working with Suzanne Beck (SB) on this. Trails have been prioritized for the survey.
2. NFS will not be able to provide any assistance until the end of February, 2020.
3. Work by Trails for All will likely not start until the spring of 2020.
4. CG also discussed the documentation tool JO is looking into built on the ARGIS database. HK mentioned that he was familiar with the tool, since he has been in contact with others from the NFS that are using it in other wilderness areas. HK will try to setup a meeting with JO to synchronize efforts.

Trail Summaries – HK had nothing new to report. HK committed to setting up a meeting JH before the next Trails for All board meeting to begin the dialog regarding Wet Mountain Tribune support in 2020.

SEEK – Tom Dimler (TD) provided a summary of intentions regarding the SEEK program for 2020. As things stand right now, intentions are to conduct the program as it was carried out in 2019, pending receiving the appropriate funding.

Community **Workshops** – PP led a discussion regarding community events and seminars for 2020. Various options were discussed. All were encouraged to bring ideas to near term board meetings so plans can be finalized.

Communication Strategy – KV provided a summary of communications plans moving forward. The discussion focused quite a bit on the Spirit Campaign letter, for which PP provided a preliminary draft. KV made a request for photos of trail maintenance workers in action to help embellish the Spirit Campaign letter, as well as other future communications. KV will reach out to CZ for photos – others present will send what they have to KV. It was also announced by PP that HK will become the new newsletter editor in the context of trying to involve more people in developing content and reviewing copy prior to publishing.

9News Health Fair – SB gave a brief summary of this event, which typically occurs the first week in April. SB felt this would be a good event for Trails for All to participate in, and confirmed that we would be welcome at the event. Everyone in attendance seemed to agree that this event would be a good event to get our message out.

e) Funding

TD provided the board \$186.00 in cash, which was earned from Custer County Tourism Board sticker sales.

JS provided HK a letter from Amazon Smile indicating funds are available to Trails for All once the bank connection was finalized. HK committed to getting that setup within the next day.

f) Next Meeting/Adjourn

PP announced the next regular meeting for 10DEC19 at 1730/1900 at the San Isabel Meeting Room. KV made a motion to adjourn, JS seconded the motion.

Dear Board,

In October our expenses consisted of a payment to Crestone Graphics for shirts (our share), and our normal bank cycle charge. We had no income in October. Our October 2019 cash flow was as follows;

Beginning Balance -	2292.31
Income -	0.00
Expenses -	57.78 (Shirts, bank cycle charge)
Ending Balance -	2234.53

Attached for your review are the following documents;

- TFA 2019 Budget Summary

Current status of our budget along with what is expected for activity for the remainder of 2019. The net balance shown in the green cells on the lower right represent approximately what we should show as a balance at the end of the year.

This amount does not show 2019 Spirit Campaign income, which gets paid early in the following year.

- TFA October 2019 Balance Sheet

- TFA October 2019 P/L Statement

- TFA October 2019 Bank Statement

Please let me know if you have any questions or comments.

Regards,

Herb Kober

Treasurer, Trails For All

2019 Budget Status

Budget - 2019 (updated YTD 11/5/19)

			9/5/2019	Projected
Account Description	2018	2019	2019 Actual	2019 Activity
Direct Public Support - Individual Contributions	1,725.00	1,000.00	327.00	200.00
Direct Public Support - Corporate Contributions	-	1,000.00	1,000.00	
Direct Public Support - Spirit Campaign	-	2,118.00	2,217.94	
Direct Public Support - Event Generated	-	-	300.00	
Grants	-	5,800.00	5,800.00	
Total Income	1,725.00	9,918.00	9,644.94	200.00
Bank Service Charge	(29.58)	(75.00)	(56.10)	(10.50)
Insurance	(1,481.00)	(1,550.00)	(1,493.00)	
Event Sponsorship		(600.00)	(50.00)	(100.00)
Equipment		(800.00)	(728.31)	(50.00)
Operating Supplies		(100.00)	(58.10)	(100.00)
Training/Tuition	-	(400.00)	(24.00)	
Travel Expenses		(800.00)	-	
SEEK Support	-	(5,000.00)	(4,969.50)	
Trail development expense		(400.00)	-	
Web Hosting Fee		(132.00)	(132.00)	
State Fees			(11.00)	
Web Registration			(51.76)	
Printing/Shirts/Collateral			(52.00)	(50.00)
Other				
Total Expenses	(1,510.58)	(9,857.00)	(7,625.77)	(310.50)
Net Cash	214.42	61.00	2,019.17	1,708.67
				Projected net after future activity

Balance Sheet

Trails For All

As of Oct 31, 2019



ACCOUNTS	Oct 31, 2019
Assets	
Total Cash and Bank	\$2,234.53
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
Total Assets	\$2,234.53
Liabilities	
Total Current Liabilities	\$0.00
Total Long-term Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Total Other Equity	\$0.00
Total Retained Earnings	\$2,234.53
Total Equity	\$2,234.53

Profit and Loss

Trails For All

Date Range: Oct 01, 2019 to Oct 31, 2019



ACCOUNTS

Oct 01, 2019
to Oct 31, 2019

Total Income	\$0.00
---------------------	---------------

Total Cost of Goods Sold	\$0.00
---------------------------------	---------------

Gross Profit	\$0.00
As a percentage of Total Income	0.00%

Operating Expenses

Bank Service Charge	\$5.78
---------------------	--------

Printing and Reproduction	\$52.00
---------------------------	---------

Total Operating Expenses	\$57.78
---------------------------------	----------------

Net Profit	-\$57.78
As a percentage of Total Income	0.00%



Treasurer's Report

October, 2019



Crawford Branch	392 Highway 92/PO Box 350 • Crawford, CO 81415	970-921-4122
Delta Branch	564 Main Street • Delta, CO 81416	970-874-5322
Denver Branch	8110 East Union Ave., Ste. 125 • Denver, CO 80237	303-951-4234
Fountain Branch	410 South Santa Fe • Fountain, CO 80817	719-382-5643
Hotchkiss Branch	102 East Bridge Street/PO Box 38 • Hotchkiss, CO 81419	970-872-3111
Paonia Branch	128 Grand Avenue/PO Box 597 • Paonia, CO 81428	970-527-4122
Westcliffe Branch	102 South Adams Blvd./PO Box 420 • Westcliffe, CO 81252	719-783-9211

ACCOUNT NUMBER	XXXX4898
STATEMENT DATES	9/30/19-10/31/19
PAGE	1 of 3

*0002121 S2
TRAIL FOR ALL
5555 COUNTY ROAD 255
WESTCLIFFE CO 81252-9599
1917B00X.001

FINANCIAL SERVICES STATEMENT

COMMERCIAL BUSINESS

CYCLE - 031

Account Number	XXXX4898	
Beginning Balance	2,292.31	Days in Statement Period 31
0 Deposits & Other Credits	0.00	
1 Checks & Other Debits	52.00	
Cycle Service Charge	5.78	
Ending Balance	2,234.53	

*** CHECKING ACCOUNT TRANSACTIONS ***

Date	Description	Amount
10/31	CYCLE SERVICE CHARGE	5.78-

*** CHECK TRANSACTIONS ***

Listed in numerical order

Date	Serial	Amount	Date	Serial	Amount
10/07	1009	52.00			

(*) indicates gap in sequence

*** BALANCE BY DATE ***

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
9/30	2,292.31	10/07	2,240.31	10/31	2,234.53

Telephone Banking: 800-477-4772 or 970-527-5700 • Internet Banking: www.FirstStateBank-CO.com

CSI REV 09/16



3361-STMT



Treasurer's Report

October, 2019

First State Bank of Colorado
XXXX4898

Page: 3 of 3
Date: 10/31/19

TRAILS FOR ALL 5555 COUNTY ROAD 255 WESTCLIFFE CO 81252		1009 82-1701021
DATE <u>Oct 3, 2019</u>		
PAY TO THE ORDER OF <u>Crestone Graphics</u>	\$ <u>52.00</u>	
<u>Fifty Two and 00/100</u>		DOLLARS
First State Bank of Colorado MEMPHIS, TN 38103		
FOR <u>Trails for All, US Forest Service</u> <u>[Signature]</u> Treasurer		
⑆ 102101700⑆ 5010004898⑆ 1009		

Number: 1009 Date: 10/7/2019 Amount: \$52.00

0002121

FSBCO

1919B00X.001

25FDP

4022 -----



Plans for TfA trail maintenance for 2020 (Draft: 14October2019)

A) 2019 trail maintenance

1. Overview of work
 - (a) 12 trails
 - (b) 591 hours
 - (c) 44 miles of trail
 - (d) 26 volunteers
 - (e) 38 work days (14 with 3 or more volunteers; 24 with 1 or 2 volunteers)
 - (f) Most work was clearing deadfalls and daylighting with limited drainage diversions
 - (g) Assisted with fish re-stocking on Cottonwood Trail
2. Needed conclusion
 - (a) Thank you notes/emails
 - (b) Thank you event ?
 - (c) Publicize work in community – newspapers

B) Strengths and Weaknesses during 2019

1. Strengths
 - (a) Dedication of crew leaders
 - (b) Hard work by volunteers
 - (c) Amount and quality of maintenance accomplished
 - (d) Central storage of tools at All the Range
 - (e) Close cooperation between TfA and USFS
2. Weaknesses
 - (a) Late start
 - (b) Schedule of work days not determined far enough in advance
 - (c) Limited methods for recruiting volunteers
 - (d) Not enough volunteers
 - (e) Too much dependence on five crew leaders (48% of all trail maintenance hours)
 - (f) Recruitment of volunteers limited to word-of-mouth, email, webpage, Facebook, and Farmers Market

C) 2020 work days

1. Determine crew leaders
2. Coordinate with Jeff (USFS) for which trails to address
3. Set work days for the entire summer in advance
4. Plan work days for various weekdays and some weekends
5. Clear deadfalls on most trails early in the season
6. Daylight up high on trails that were not “finished” in 2019
7. Set aside a few work days to focus primarily on building drainage diversions
8. Advertise the schedule and the call for volunteers via a wide variety of media/events (see D below)
9. Implement use of app for maintenance data, noxious weeds, solitude

D) Recruiting volunteers

1. Website
2. Email
3. Facebook
 - (a) Tfa page
 - (b) Custer County pages
 - (c) Other CO outdoors-related pages
4. Newspaper
5. Flyers
6. March in Christmas and/or Memorial Day parade(s)
7. Farmers Market
8. Presentations at various community organizations
9. Community event in spring
10. Table at Health Fair (first Saturday in April?)
11. Contact groups that might send a crew on a given work day (colleges, boy/girl scouts, youth groups, Youth Corps, high school, 4H)
12. USFS kiosks