

AMC NH Excom Meeting - Executive Committee Minutes

Date: November 7, 2019

**Location: Society for Protection of New Hampshire Forests,
Concord, NH**

Executive Committee Members Attending

Officers

Chair	Rick Silverberg. X
Vice Chair	Jim Kent. X
Treasurer	Kerry Landry X
Secretary	Debbie Marcus. X

Committee Chairs

Bike	Hiel Lindquist. X
Communications	Christina Cozzens. X Jen Kimball. X
Conserv/Educ	Paul Hopkins. X
Excursions	Larry Yetter. X Dan Heon
Membership	Jamie Gillon. X

Mountaineering Kathleen Upton
Ben Greene

Newsletter Bob McLaughlin

Paddling Robin Diamond. **X**
Roscoe Diamond. **X**
Paul Berry

Ski Paul Pinkham
Valerio Viti
Thor Smith

Trails Richie Holstein. **X**
Bill Foster. **X**

Website Stephanie Howes. **X**
Paul Berry

20's & 30's Jamie Cullinane

Ex Officio

Past Chair Frank Miller
Reg Dir North John Mullens

Guests

Call to Order, Attendance, Announcements, Agenda

Rick called the meeting to order at 7:05 pm.

1. There will be a December face-to-face meeting on December 5, 2019 dinner at the Holiday Inn on Brown Ave in Manchester, NH. Food by Paddling.
2. The minutes of the October 3 meeting were sent is email by Secretary Wanda Rice with a request for any revisions. Finalized minutes were made available via email. Motion made to accept the October minutes was made, seconded, and voted to approve.
3. Kerry Landry, Treasurer provided multiple handouts presenting the 2019 year end projections, projected year end budget to actual for all Committees, current budget vs. actual for 2019, and the October bank reconciliation report. The current checking balance is \$37,359.74, with expected debits of \$7,600, and expected allocation from the Club in December of \$13,500. At year end the projected checking balance may exceed the allowable balance by \$10,512, which must be sent to AMC cash reserves or allocated by the Chapter for a project(s). The Chapter's allowable checking balance expected to be \$28,747. Currently AMC cash reserves is holding \$53,126 for NH Chapter. Chapter Committees together have spent 52% of their budgets and are expected spend more than 60% by year end. Some committees need to update their reporting as soon as possible to report figures. Some expenses for Annual Meeting awardees should be reallocated from Programs to Membership. Updates expected for Communications, Mountaineering, and Paddling. Committees with their own checking accounts are aware of their allowable balances for

year end. A motion to accept the Nov. financial report was made, seconded, and voted to approve.

4. Pursuant to making the Communications Committee permanent, a proposal was made to combine all electronic communications committees and rename the committee. After discussion, Jamie presented a motion to merge the Communications and Newsletter committees, rename it Marketing/Communications Committee, and leave Website as a stand-alone committee. The motion was seconded and voted to approve. Rick clarified that the bylaws do permit this kind of change. The new committee will work together for increased communications between all three platforms for e-communications: social media, newsletter (now predominately emailed), and website so that content flows reliably and timely.
5. Paul Berry was not in attendance. His report about the new standardized and consistent trip rating system to be utilized by all Chapters will be added to the Dec. agenda. This effort by Chapters to agree on a universal rating system has been long in the works and has been finalized.
6. Debbie presented a review and wrap-up of the Annual Meeting of Oct. 26, 2019. There were 92 in attendance. Approximately 110 were expected. In 2020, no one will be permitted to register online and not pay in advance. Debbie read a letter from Carl Quimby, a 50 year member Awardee, thanking the Chapter for the evening and the recognition. Carl enclosed a donation of \$100 for the Chapter. Discussion followed concerning Annual Meeting 2020, which will be the 100th Anniversary of the Chapter. This milestone

deserves a special event. The date will be October 24, 2020. Some ideas: Christina and Jen - Craft Beer tasting; Robin - honor stand-out Leaders from the various committees with each Committee creating a display. While the Grappone Conference Center remains an excellent location, looking into alternative sites was encouraged. Kerry suggested that securing the location and writing a deposit check for a location before the end of Dec. would be helpful on the financial side. Rick proposed creating a special event committee for the 100th Anniversary. This will appear on the Dec. agenda.

7. Kerry discussed the current state of the 2020 budget preparation process in more depth. Rick introduced the topic of how Chapters might spend their reserve funds. A regional director reached out to Chapters to determine what priority they preferred for projects. The top two were the Inter-Chapter Rumney Rocks project and the Cardigan Handicapped Trail project. The St. John's Ledges project where CT, MA, and NY come together was 3rd. Rick described how projects like Rumney Rocks keep their own finances - not the Club. If NH plans to contribute, it is possible to "earmark" the cash in 2019 for use in 2020, similar to the "prepay" function used by Excursions. When our 2019 budget is settled in December, then the Chapter can vote to earmark its contribution for such projects. This will be on the December agenda. Roscoe added that there is an initiative to form an Inter-Chapter Paddling group to pursue projects, as well. Larry introduced the topic of subsidizing participant costs for chapter activities and how

chapter funds could be used to benefit committees. Larry said that if we only subsidize one hiking event, Hut Night, then we should offer this benefit to other committees or not offer it at all. A proposal was made to withdraw the Hut Night budget line item and replace it with a new line item: "Subsidized Events" with a total of 4 events per year, two of which would preserve Hut Night as is and two offering opportunities for other interested Committees with an initial \$5000 budget. A motion was made, seconded, and voted to approve.

8. Stephanie presented a detailed update of ramped-up efforts to prepare the new Website for launch in December. She is exploring a way to pull over NH Chapter Activities from the Club ActDB, which also uses WordPress, so it should be possible. She also discussed some specifics about the URL which will remain the same, but by reviewing links and redirects, she should be able to reduce the clutter and improve search functionality and security. She referred Committee members to her email of 11/7 which prompts Committee Chairs to create passwords so they may update their content. She talked about the management of the Committees pages and their content and Leader lists and bios. Once accurate content is established, it will be easy to update on, say, a monthly basis. She asked for photos of Committee Chairs if you don't have one already posted or want a new one. She asked all to complete their homework and give her feedback before Thanksgiving. She is available and willing to offer help to anyone who needs it. Stephanie will send another email on 11/8 with a Wordpress login and

request to set up a password. Stephanie will also explore how to update the Excom email list to reflect the current Excom members. This may need to involve Paul Berry.

9. Rick reminded everyone to complete their Goals for 2020 before the Dec. 5th meeting. Send these to Rick and Jim, as they will be reviewing for goals that overlap.
10. Motion to adjourn at 9:05.