The Mountaineers

Minutes of the monthly meeting of the Board of Trustees
October 1, 2009

Board members present:
Officers
President - Eric Linxweiler
President Elect - Tab Wilkins
Secretary - Steve Sears
Treasurer - Mike Dean
VP Properties - Dave Claar

Trustees at Large
Kirk Alm
Rich Draves
Dale Flynn
Ed Henderson
Dave Shema
Mona West

Branch Trustees
Steven Glenn – Bellingham
Gerry Haugen – Foothills
Jimmy James- Kitsap
Tom Shimko – Tacoma
John Flanagan – Olympia

Board Members absent: VP Publishing - Don Heck, Trustees at Large; Lynn Hyde, Don Schaechtel, Eva Schoenleitner, Branch Trustees Rob Simonson – Everett, Mike Maude – Seattle

Guests Present: Helen Cherullo, Eileen Allen, Leonard Russell, Fran Troje, Linda Haugen

Call to Order

The meeting was called to order at 7:01 PM by Mountaineers President Eric Linxweiler in Room 110 at the Magnuson headquarters. The President and Secretary were in attendance. A quorum was established.

Approve Agenda

It was moved by Steve Sears and seconded to approve the agenda.

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It was moved by Tab Wilkins and seconded to amend the agenda to move the vote to approve Board Policy: Copyright to a Consent Agenda and to postpone the Conservation and Recreational Access Ad Hoc Committee report until the November Board Meeting.
The amended agenda passed.

Consent Agenda: Approval of Board Policy: Copyright.
It was moved by Kirk Alm and seconded to approve the consent agenda. The motion passed.

Approve Minutes of the Sept 2009 Meeting

It was moved by Mona West and seconded to approve the September 2009 minutes. The motion passed.

Officer/Staff Reports
President Eric Linxweiler from written report:
General Activities for September

- Focused on Executive Director Search activities
- Met with WTA regarding opportunities for cooperation.
- Working through several business management activities.

Committee Updates

Executive Committee

- Due to numerous schedule conflicts, we didn't meet in September. Rather, relied on email to communicate.
- Decided to shorten October Board meeting to allow for joint WNPF event on the same night.
- Scheduled meeting on October 27th

Executive Director Search Committee

- Candidate Report:
  - Final Candidates: 3
  - Candidates Evaluated and determined not appropriate: 30
- Timeline:
  - Final Interviews being scheduled now
  - Final selection planned this month.

Miscellaneous

- Thanks to Don Schaechtel, Eva Schoenleitner, and Mona West – terms are expiring, and we've appreciated their service during the past three years as Trustees.
- Plan on a fall Board retreat sometime in November. Goal is to focus on key topic area such as conservation, financial management, or fundraising.
- Regional Mountaineering Club Gathering at the Mountaineers November 12-13th.
- USFS Regional Forester visiting The Mountaineers on November 18th

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President Elect Tab Wilkins reported: From written report:

- Participated in the Tacoma Branch Board meeting
- Continued work on the Avalanche standard
- Drafted a report under review by the Managing Committee for Standards
- Participated in a conference call regarding Executive Director candidates
- Provided support to Outings Committee regarding finances

Interim Executive Director Mona West reported:

- Program Development
  - Trailhead
    - Branch rollout
      - Seattle Navigation attended Trailhead "Basic Map & Compass" program to review for possible adoption.
      - Meeting with Bellingham Hiking in October
    - Developing entry level climbing programs and modules in order to fully utilize our facility and generate revenue.
    - Introduced belay check and certification program for use of indoor climbing wall.
  - "Free Nikwax" Member Appreciation Day: Sunday, October 4
- Marketing/Publications
  - Robust event schedule planned for next few months. Comp ticket info distributed to BoT.
    - Ken Burns "The National Parks" – October 1
    - Bells from Everest - Thu, Oct 15
    - The Irate Birdwatcher - Wed, Nov 4
    - The Last Polar Bear - Thu, Nov 12
    - Secrets of Shangri-La - Fri, Nov 13
    - Banff Mountain Film Festival - Wed, Dec 2; Thu, Dec 3 or Fri, Dec 4
- Close the Gap
    - Established advisory committee to help review Mountaineers Magazine and Go Guide. Developing plans to launch enhanced and more cost effective programs.
    - Submitted grant for Fundraising Committee review to fund Mountaineers Productions expenses for FY 09/10
- Member Services
  - Close the Gap: Developed phone & email outreach program to engage first year members. Expected launch mid October after installation of additional software for the e-communicate system.
  - Annual Bookstore inventory being conducted Sunday 10/4 with staff and volunteers.
- Public Policy
  - Close the Gap: Submitted grant for Fundraising Committee review to fund Seattle NW Environmental Issues Course in FY 09/10
- Building
  - Signed "first amendment" lease with park to sublease 1st floor (basement) at Magnuson HQ.

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        - Finalizing sub-lease terms with first tenants: Friends of the Library & Outdoors for All
    - City approval of "second amendment" lease delayed from late September to early December City Council meeting. Agreement will extend lease term and donate South Wall to the City.
    - Enhanced security system features installed: 5 cameras + DVR; 2nd alarm key pad for volunteers
- General / Staffing
    - Our Development Coordinator, Judy Halls, resigned this week. In the process of recruiting for temporary help in the short term until we can find a permanent replacement.
    - Working with Search Team on search for new Executive Director
    - Working with Mike Dean on recruiting for controller. 150 candidates applied. Screening process completed. Interviewing top 5 during first 2 weeks of October.
    - A warm welcome to new intern Nicole Bowser, assisting with Program Development

Secretary Steve Sears reported: The next board meeting will be on November 5th, 7pm at the Magnuson Clubhouse. Volunteers are needed at the election ballot counting ceremony on October 21st 6 pm.

Treasurer Mike Dean: Deferred to Judy Jones of Jones & Associates LLC, who reviewed the club annual financial review**.**

- Treasurer Dean reported on YTD through August financials;
- Revenue lower than budget;
    - Lower than expected room sales at new building:
    - Lower investment income
    - Lower book sales following retail trends
    - Partially offset by higher branch revenue from winter activities
- Expenses slightly lower than budgeted
    - Higher moving expenses to new building
    - Higher personnel expenses
    - Unbudgeted legal and consulting fees
    - Slightly offset by lower taxes and depreciation expenditures at Division level.
    - Books expenditures under
        - as cost of goods reduced with lower sales,
        - lower operating expenses such as marketing and personnel
        - $50K from fundraising
- Net Income is considerable under budget
    - Net Income mostly driven by lower
        - revenue from building rentals,
        - membership dues
        - investment income
    - some building and operating costs have increased

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- higher than expected branch revenues,
- Books fundraising and
- reduced operating costs have helped offset.

The Long Term Building Fund has achieved a 16% return on investment since April 2009.

Books Division Publisher Helen Cherullo reported:

- Books Revenue is above revised budget
- Books Expenditures are also below revised budget.
- Books Net Income is above revised budget.

Vice-President of Recreational Properties Dave Claar reported:

- Attended Comprehensive planning meeting
- Lodges are preparing for winter season

Committee Reports

New Business

It was moved by Dave Claar and seconded to authorize Mona West be a signor on the The Mountaineers Bank of America Checking account XXXX105 The Motion passed.

Program reports

Good of the Order

Ed Henderson noted that the Trustee at Large election ballots available in The Mountaineer magazine are not secret ballots in that the member information is on the same ballot when turned in.

Adjournment

It was moved by Ed Henderson and seconded to adjourn at 7:48 PM.
The Motion passed

Attachment List:
Board Policy Copyright

Copyright for Volunteer-generated Materials (427)

Policy Statement

It is the policy of the Mountaineers to obtain written copyright agreements for using volunteer-generated materials it intends to publish or sell.

Application

1. When work done by volunteer writers, artists, or designers will be included in a Mountaineers publication or product, a written agreement shall be signed by the volunteer assigning the copyright to the Mountaineers.
   - For Mountaineers Books projects, a written copyright agreement shall be signed by the publisher of Mountaineers Books and the volunteer.
   - For other projects, a written copyright agreement shall be signed by the Executive Director and the volunteer.

   Exception: For periodicals, a written copyright agreement is not required for work by volunteer writers and contributors.

2. Volunteer writers retain the right to sell to third parties separately prepared materials based on their original research, designs, or sketches so long as:
   - Written work does not contain verbatim extracts longer than 200 words each from the material for which The Mountaineers owns the copyright. The new material shall be reworked so that a prudent person would consider them separate works.
   - Designs and sketches are reworked from the material for which The Mountaineers owns the copyright so that a prudent person would consider them separate works.

3. Whenever possible, the work of volunteer writers, artists, and designers will be prominently attributed to them in print within the work itself.

Responsibilities

The publisher of Mountaineers Books is responsible for implementing this policy regarding volunteer-generated work for publication by Mountaineers Books.

The Executive Director is responsible for implementing this policy regarding volunteer-generated work for all other activities involving publication or sale.