Mountaineers Books

Policy Statement

It is the policy of the Mountaineers for Mountaineers Books to support the purposes of the club as a professional managed operation.

Application

1. The mission of Mountaineers Books is to publish and distribute books and other educational materials which:
   - Support the club's purposes at no cost to the club
   - Serve as a public relations outreach for the club
   - Achieve and maintain high literary standards, including quality of content and physical product
   - Benefit the outdoor community at large by supporting education through exploration, study, preservation, and enjoyment of the natural beauties of the outdoors

2. Mountaineers Books shall be operated and managed professionally and efficiently in the manner of a trade publisher.
   - The daily operation shall be carried out by paid staff under the direction of the position of publisher.
   - Mountaineers Books shall be operated in a fiscally responsible manner.

3. The assets and liabilities of Mountaineers Books and funds generated by its operations shall be:
   - Maintained separately from other assets and liabilities of the club
   - Managed by the professional staff of Mountaineers Books under the direction of the publisher

4. Assets shall not be encumbered without approval of the Board of Trustees.

5. The Books Governance Committee shall serve as a resource to the Books operation.
   - The vice-president of publishing shall chair this committee and approve all author contracts involving royalty payments for new titles to be published by Mountaineers Books.
   - The Books Governance Committee shall:
     - Review monthly financial reports against plan, review and provide strategic guidance on the annual operating budget, and vet reports for the club Finance Committee and the Board of Trustees.
     - Review progress and participate in strategic reviews.
     - Provide strategic integration between the Books operation and Braided River.

6. The board of trustees shall:
   - Approve the annual operating and capital budgets for Mountaineers Books

- Receive quarterly and annual reports on the financial condition of Mountaineers Books in a format agreeable to the board.
- Receive a general monthly report of Mountaineers Books activities at the board meeting
- Receive an annual report on the accomplishments of Mountaineers Books and plans for the year ahead
- Provide final approval on all policy and fiscal matters affecting Mountaineers Books, based upon delegation of oversight and strategic authority to the Books Governance Committee and professional staff as it sees fit.

7. Members of the board of trustees shall be offered and may receive a copy of each new title or edition produced by Mountaineers Books. The president shall also be offered and may receive a copy of other items published or distributed, but not produced, by Mountaineers Books.

Responsibilities

The vice-president of publishing is responsible for:
- Recruiting new committee members within the Mountaineers Club as well as outside the organization to reflect a wide range of business, philanthropic, and financial expertise
- Timely reporting to Board of Trustees

The publisher is responsible for:
- Management of the Books operation in a fiscally sound manner in service to the broad educational and inspirational mission of the organization
- Reporting to the Books Governance Committee and Club as noted above
- Serving as Executive Director of Braided River, which exists in part as the conservation imprint of The Mountaineers Books, as well as the 501(c)(3) entity providing funding and complementary educational outreach capacity.