**Action Notes: Branch Leadership Committee September 16, 2020**

BLC Zoom September 16, 2020. Present: voting members (OLY, TAC, SEA, FTH, EVT, BHM, VP branches, BA) plus staff (S Ramsay and B Polglase) and chairs elect (FTH & OLY). Not present: SFT Chair. Distribute action notes as wished. Will post draft minutes to BLC Basecamp.

**Branch Rounds**. Chairs related officer successions going forward. Bill B announced new KIT Chair Elect is Gretchen Ta to join incoming Chair Debbee Lynn.

**Budget 2021 Fallout.** Near final. Becca will make available to Branch Chairs later in month. Noted Phase 2 Covid reality well understood. Next FinCom 28 Sept. Actions:

* BOD budget deep dive Zoom reviews Oct 5 & 7. Final BOD approval 15 Oct.
* Annual Conference & Vol Dinner are cancelled. Virtual presentations to honor vols planned. Branch video Service Award clips due to Sara by 15 December.
* Thank You branch total card counts 30 Sep (committee count by 15 Oct) to Sara.

**Safety.** Peter and Tony are pursuing Safety Chair successors. Actions:

* Peter continue meeting with Tony to advance Safety agenda.

**Global Adventures.** Cindy noted FY 2021 GA trips postponed. Action:

* GA regularly track international & national Covid travel climate.

**Activity Standards.** Sea Kayak (Second Reading, Approved). Climbing (First reading, tabled to October). Snowshoeing reformatted (Will re-approve Oct). Curtis noted Bikepacking leader course under development and asked for February 2021 summit. Navigation 14 Oct check-in summit date to be confirmed. X-C Ski summit 5 Oct. Action:

* BLC will focus on Summits and Activity Standards at September retreat.

**Higher Risk Activity (HRA) Standards.** Peter has appointed Bill Ashby to chair the ad hoc committee. Action:

* Peter to post Charge in BaseCamp.

**Open Positions**. Currently seeking Safety Chair successor, SEA Treasurer next gen Branch Chairs Elect (SEA, TAC, EVT). Note: May be out of date.

**Next Meetings.** Semi Annual (virtual) Retreat 26 September 7:45 to noon – focus Governance/Leader Development and Summits /Standards/Oversight. If time, consider Vision 2022 plan. Regular meeting October21. Action:

* Peter and Sara posting Retreat Docs and “Asks” to Basecamp.

**Unfinished Business**. Club fiscal reserves replacements after Covid crisis passes.

***(PHendrickson/18 Sep 2020)***

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**BLC Retreat Preparation for September 26, 7:45 to Noon, Virtual**

**7:45 Chat time All of us**

>>Getting to know each other, facilitator Sara

>>Chairs, Chairs Elect and Immediate Past Chairs invited

>>Roster of BLC members, staff and BOD representatives Peter

**ASK**>Photo, bio 150 -300 words. See Board of Directors as template All

**Governance**

>>Please welcome BOD Vice President Gabe Aeschliman, chair of the BOD Governance Committee, to our conversation. We seek a BLC/BOD partnership.

**ASK**>Please have e or hard copy (preferred) of your Branch Charter in hand

**ASK**>Are there elements we think should/could be common across branches?

**ASK**>Scroll through each activity committee in your branch to determine state of charters (Yes, No, Other)

**ASK**>Prepare to discuss succession planning for your branch at executive committee and activity committee levels

**ASK**>Prepare to talk about onboarding new branch leaders, mentors...

**ASK**>If you haven’t, please complete the Branch/Committee Chair Training,

[**ChaireLearning**](https://www.mountaineers.org/about/vision-leadership/board-of-directors/committees/elearning/about/vision-leadership/board-of-directors/committees/elearning/course-templates/Branch_Committee_Chair_Training_eLearning_Course/Branch%20Committee%20Training%20eLearning%20Course)

**Summits/Activity Standards**

**ASK**>Please review the current undated Activity Summit Checklist [**SummitChecklist**](https://docs.google.com/document/d/1_g04nT0qv2Wv2fy5rTszgVBRD7rtOO93IDQuoBOjo6o/edit)

**ASK**>Please review Board Policy: Mountaineers Activity Standards [**Standards**](https://www.mountaineers.org/about/vision-leadership/board-of-directors/board-policies/clubwide-activity-standards/view) The policy calls for “annual internal audit” with BLC to *“periodically initiate external audits...”*

>>Consider our BLC charter mandate to: *Ensure that organization-wide activity standards are developed and maintained, for applicable activities,* ***and audited*** *on a defined schedule.*

>>Consider “universal screens” or elements that should be in all standards, e.g. safety, navigation, first aid, stewardship, leadership growth, course/seminar development & approval...

>>Consider those activities currently without Activity Standards – Safety, First Aid, Sailing, Folk Dancing, Downhill Skiing, Naturalist, various Leader and Instructor positions ... What criteria should we use to launch new standards – safety, competency, experience...?

>>How are we doing with our dance partners – branch activity chairs, staff, instructors, trip leaders...?

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**Join Zoom Meeting**

***--Please join by video as we’re getting to know each other.***  
[https://zoom.us/j/813139129?pwd=N05hWU5LOTBWMi9HdDBBMk1HUjdiUT09](https://zoom.us/j/813139129?pwd=N05hWU5LOTBWMi9HdDBBMk1HUjdiUT09" \t "_blank)   
   
Meeting ID: 813 139 129  
**Password: 623609**

One tap mobile +16699006833,,813139129# US (San Jose)  
Dial by your location +1 669 900 6833 US (San Jose)