

## Bellingham Mountaineers Branch Committee Meeting Agenda

August 23, 2022 6:30 PM

Zoom:

<https://us02web.zoom.us/j/83406059779?pwd=dHcrNjQyaXdKM0lZRhd6RkhMUzFtQT09>

**Invited:** All branch members, interested public

**House Rules:** Zoom (mute, raise hand, camera on), listen carefully, respect all, be concise.

Updates are 2 minutes or less; if longer add to New Business.

Time	Topic (desired outcome)	Lead
6:30	<b>Welcome/Introductions</b> <ul style="list-style-type: none"> <li>House rules, attendance (welcome new members)</li> <li>Agenda review</li> <li>Approve minutes from last meeting</li> </ul>	Brian Brian Ingrid
6:35	<b>Updates</b> (<2 minutes; information sharing, action item report back) <ul style="list-style-type: none"> <li>Branch Chair</li> <li>Secretary</li> <li>Climbing Committee (BMC, IMC, Crag, Scrambling)</li> <li>Hiking Committee (Hiking, Uphill Training Series)</li> <li>Communications</li> <li>Safety</li> <li>Conservation/Stewardship</li> <li>Diversity, Equality, &amp; Inclusion subcommittee</li> <li>Board of Directors</li> <li>Treasurer</li> </ul>	Brian Ingrid Krissy/Chairs Eric/Chairs AJ James Breanna Breanna Maura Ryan
6:50	<b>Old Business</b> (next steps/follow up) <ul style="list-style-type: none"> <li>Volunteer position recruitment and officer election process:               <ul style="list-style-type: none"> <li>Finalize officer <a href="#">election process</a> and other position selection process</li> <li>See position <a href="#">list</a>, discuss volunteers/nominees and positions that still need to be filled; note missing position descriptions</li> </ul> </li> <li>Mountaineers gmail monitoring               <ul style="list-style-type: none"> <li>AJ communications chair will monitor</li> </ul> </li> </ul>	Brian/AJ/Ingrid
7:00	<b>New Business</b> (action/decision needed?) <ul style="list-style-type: none"> <li>Rendezvous Planning - Volunteers update; decisions needed on venue, food, program (awards, raffle alternatives)</li> <li>Doctober co-host request for Pasang: In the Shadow of Everest <a href="https://pasangmovie.com/">https://pasangmovie.com/</a></li> </ul>	Ingrid  AJ



## **Bellingham Mountaineers Branch Committee Meeting Minutes**

**Date/Time:** August 23, 2022 6:30 PM

**Location:** Zoom

**Attending:** Brian McNitt, Ingrid Enschede, Minda Paula, Breanna B. Duffy, Meredith LaFrance, Justin Blackburn, AJ Schuehle, Jason Speer, Tara Salisbury, Kyle Breakey, Ryan R, Nathan Reed

### **Welcome/Introductions:**

- Agenda - updates moved to the end of meeting
- June meeting minutes approved

### **Updates:**

- Branch Chair (Brian) - Note that Branch Chair is an elected position open to anyone who is interested. Nathan Andrus has expressed interest and attended last week's branch leadership hair meeting with Brian. Nathan setup BMC activities with Program Center this year. There is a Branch Leadership in person retreat Oct 16 at the Program Center. The Bellingham Branch will need to send the Chair or another representative.
- Secretary (Ingrid) - We still need to find a new Secretary to start in October. Ingrid can continue as temporary Secretary through the September meeting.
- Climbing Committee (BMC, IMC, Crag, Scrambling) - no update
- Hiking Committee (Hiking, Uphill Training Series) - Eric is on vacation, no update
- Communications (AJ) - Plan is to call a communications committee meeting with all volunteers helping with Branch communications (website, FB, newsletter, speaker series, etc..).
- Safety - no update
- Conservation/Stewardship (Breanna) - working on compiling the list of stewardship hours from students; Amy has volunteers to take over this position.
- Diversity, Equality, & Inclusion (Breanna) - Meredith has volunteered to take over this chair position.
- Board of Directors - (Maura) email update: A couple months ago I shared information on The Mountaineers' Strategic Plan update process. These upcoming virtual meeting opportunities are available to all to attend and participate:
  - Tuesday, September 13 6-7:30pm: [Virtual Annual Meeting](#)
  - Monday, September 19 6-7pm: [Expanding Youth Programs](#); 7-8pm: [Reducing our Environmental Impact](#)
  - Monday, September 26; 6-8pm: [Investing in Volunteers](#)
  - Monday, October 3; 6-8pm: [Cultivating Equity & Belonging](#)
  - Monday, October 10; 6-8pm: [Expanding Teaching Spaces](#)
  - Monday, October 17; 6-7pm: [Training Effective Advocates](#); 7-8pm: [Leveraging Sustainable Recreation Partnerships](#)

- Tuesday, October 25; 6-7pm: [Achieving Excellence in Publishing](#); 7-8pm: [Expanding Impact through Philanthropy](#)
- Treasurer - no update

## Old Business

- Volunteer position recruitment and officer election process
  - Discussed the proposed officer [election process](#) and other position selection process. Approved. Revise as needed in the future. Ingrid will send out survey to branch members to vote on nominees for current positions.
  - Discussed position [list](#), volunteers/nominees, and positions that still need to be filled. Make these edits: add time expectations to position descriptions and describe intent/need it to shadow/mentor before after.
    - Still need a volunteer for secretary.
    - Tim Schafermeyer is interested in taking over the Board Director position. Maura sent him resources to review and he wants to shadow a Board meeting. We didn't quite get him in in time to attend in August, but we're getting him looped in for October.
    - Missing position descriptions for DEI Chair and Safety Officer - follow up with Breanna and James. Ingrid
    - Link to spreadsheet with BMC coordinator tasks as position description for those positions. Ingrid
  - Next steps (to be assigned)
    - Update Bellingham Branch Policies with new election process.
    - Complete all position descriptions and replace old on .org website.
- Mountaineers gmail monitoring - No one has been tasked with monitoring the email account. AJ as Communications Chair will now monitor. There are a lot of unread emails. Moving forward the Communications Chair will monitor the email or delegate this task.

## New Business

- Rendezvous Planning - Heather DeVries and Dana Ringler volunteered to help plan with Ingrid. Discussion on location: needs to be covered, Cornwall Park, American Legion, or other? Check on Trakside option. Researched many options last year. See info from Brian from HQ on limitations to raffles to maintain non-profit status. Ingrid will call planning meeting with Heather, Dana, Minda (if possible will help) and send survey to branch members asking for feedback.
- October co-host request for Pasang: In the Shadow of Everest <https://pasangmovie.com/> - Pickford asked if Mountaineers will help co-host this movie. Co-host means help to promote the showing and have a table. Decision to say yes. AJ will follow up with the Pickford.
- Upcoming tasks from [Yearly Planning Guide](#) (check status and assign follow up as needed, flag edits needed to guide)

- Winter speaker series - (June) host and rental plan - combine rental plan with BMC - move to Aug/Sept task; Minda and AJ will work on schedule
- Post Intermediate and Basic class schedules on website (July) - done when applications open which will be Aug/Sept
- Select service award winner (July) - combine with Sue B award selection process on planning guide. Needs to be completed before October Rendezvous; Minda will share notes on process
- Rendezvous host/venue schedule (July) - Can be August task
- Designate someone to create calendars and have draft ready at next meeting (August) - revise planning guide notes; this is the wall calendar made with member photos submitted and class/social event dates added; Minda will follow up with Audrey to send a request out to see if any students want to work on this
- Designate someone for First Aid and begin planning (August) - BMC coordination task; Minda will confirm with Zach
- Check in Winter Speaker Series, brainstorm presenter ideas as needed (August) - add to September meeting schedule
- Plan Basic and Intermediate Course marketing (August) - move to climbing committee
- Review website content (August) - move to climbing committee
- Basecamp - This is a new system from HQ for online files set up for climbing and branch committees.

### **Action Items**

- Ingrid - send survey to branch members to vote on nominees for current positions.
- Ingrid - position descriptions: add time expectations and describe intent/need it to shadow/mentor before after, follow up with Breanna and James on missing descriptions for DEI Chair and Safety Officer, link to spreadsheet with BMC coordinator tasks as position description for those positions.
- AJ - monitor gmail account
- Ingrid - Rendezvous planning meeting with Heather, Dana, Minda (if possible will help) and send survey to branch members asking for feedback.
- AJ - follow up with Pickford re: Doctober movie co-host
- Ingrid - update yearly planning guide
- Minda & AJ - Backcountry Essentials rental dates for BMC and speaker series
- Minda share info on award selection process
- Minda follow up with Audrey to look for volunteer to make a wall calendar
- Minda confirm Zach is working on BMC first aid class

### **September meeting agenda items**

- Proposal to share google account credential access based on current volunteer

positions

- Speaker Series ideas