**March 3, 2020 — Meeting Minutes \*DRAFT\***

**Foothills Branch Council Meeting – March 3, 2020**

**6:30 PM, in-person meeting, Issaquah Town Hall Eagle Room, 130 E Sunset Way, Issaquah, WA 98027**

**Those in Attendance**

Present: Bill Borom (Scramble Chair), Alan Davey (Navigation co-Chair), Kit Eiber (BC Ski Chair). Danielle Graham (Nordic Ski Chair), Lori Heath (Branch Secretary), Steve LeBrun (Events Chair), Travis Prescott (Snowshoe Chair), Paul Thomsen (First Aid Chair), Peter Tran (Climbing Chair), Shyam Vijayaraghavan (Branch Treasurer), James Henderson (prior Branch Vice Chair)

**Issues and Decisions**

* Meeting called to order by James Henderson at 6:30
* January meeting minutes approved
* March meeting agenda - approved
	+ Topic on coronavirus added

**Ongoing Business**

* 2020 mid-flight Branch Financials – Shyam
	+ Shyam presented spreadsheet with detailed budget information (posted in [Basecamp)](https://3.basecamp.com/3528906/buckets/15009148/uploads/2491663119)
	+ May be about $11K short on budget,
		- Revenue ~$10k lower than expected, mainly due to low course registration
	+ Danielle suggested Branch policy on late course cancellation refunds because we lose a lot of money there.
	+ Other suggestions included
		- course pricing conversation across Branch chairs about uniform pricing
		- staff review of course pricing before it’s published
* 2021 Budget Preparations - Shyam
	+ Shyam presented sample committee expense budget folder
	+ Committee Chairs need to submit budgets by June
	+ Each committee should create a spreadsheet under Foothills Financials on Base Camp that committee chairs should update monthly or quarterly at the least
* Program Center Update - James
	+ YMCA not interested in partnering on Mountain Creek Christian fellowship property, SMR still interested but worried about lease rate
		- Bill raised concerned about lack of bus transportation there
	+ King County Search and Rescue interested in old quarry in Preston
		- $4-5M to purchase and refinish property, will take 2 years
		- Offered to let us use it but not share lease
* Committee and officer updates
	+ Trail Running (Lori): Intro to Front Country Trail running course set to start in April, Trail Running Conditioning series starts in May, and Backcountry trail running course starts in June. Planning ongoing for the Adventure Wellness Weekend at Meany Lodge in June.
	+ Scrambling (Bill): on track to start class in mid-March, looking good in terms of instructors
	+ Backcountry skiing (Kit): backcountry enrollment low, enrollment full for glacier travel. AAIRE I course successfully completed. Wednesday night lessons with Snoqualmie complete. Three new leaders passed AAIRE PRO I.
	+ Navigation (Alan): navigation class enrollment low (47 out of 60, then 10 cancellations). New field trip planned for 2020 class. Working with other committees to find best time to schedule navigation. Will post fall class in next few weeks. Will share field trip area with Tacoma Branch
	+ Hiking and Backpacking (Steve): B3 still has several openings. GoHike course full and number of participants was increased from 40 to 60, but there’s still a waitlist.
	+ Events (Steve): Had most successful showing of BackCountry Film Festival ever. Working on speaking event with Lee Wang, who’s reached the highest summits on each of the 7 continents as well as the North and South Poles. Working on Mountain Film Festival in September, which will offer a self-administer option. In talks with Bellevue about outdoor film festival.
	+ Snowshoe (Travis): Intermediate and basic courses done, slightly under enrollment estimates. Winter camping ongoing. Basic snowshoe course projects 80-90% graduation rate. Working with Mountaineers on e-learning for Avalanche Awareness
	+ Nordic Skiing (Danielle): shortage of Nordic ski classes across mountaineers. Received several requests for Foothills to offer Nordic skiing class, but would need a PSIA-certified instructor. Hope to partner with Summit at Snoqualmie for a course.
	+ Safety (Paul): no news on safety front. Third First Aid course scheduled. First class full, with waiting list, October class about 2/3 full.
	+ Climbing (Peter): will hold a 2021 climbing class, looking for a space. Still exploring intermediate program. Climbing summit weekend of March 6.

**New Business**

* Branch Leadership Succession Planning – James
	+ Need to find a new chair-elect. Need members for succession committee to pick out chair-elect and other open officer positions (Rep to Board, At large members). Need nominations by June. Maybe place notice in next newsletter.
	+ Begin to look at succession within each committee
	+ Travis asked if we can find someone with actual recruiting experience to be on succession committee.
* Storage Space
	+ Gear currently stored in different homes. But not enough room at home for climbing gear
	+ Is there potential to collaborate with Mountain-to-Sound Greenway?
	+ Peter to get quotes from various storage locations
* Coronovirus
	+ Is there any guidance we should give leaders? How proscriptive should we be? Any guidance on car pooling?
	+ Peter suggested we model expeditionary behaviour

**Announcements and Recognition**

* Announcements:
	+ Next council meeting on April 1
* Recognition
	+ Recognition to James for leading meeting
* **Summary: Action Items and Requests**
	+ Shyam to let committee chairs know when budgets are due
	+ Shyam to put together checklist to help committee chairs develop budgets
	+ Need to clarify at-large positions, how many are open, how long are they held
	+ Danielle to talk to Cheryl about working with Mountaineers staff on COVID-19 guidelines