

# Olympia Mountaineers BOD

## MINUTES

October 11, 2017

6:00PM

OLYMPIA CENTER ROOM 100

<b>MEETING CALLED BY</b>	Siana Wong at 6:05pm
<b>TYPE OF MEETING</b>	Officers meeting Olympia Mountaineers
<b>FACILITATOR</b>	Siana Wong
<b>NOTE TAKER</b>	Sharon Lang
<b>TIMEKEEPER</b>	Sharon Lang
<b>OFFICERS &amp; GUESTS ATTENDING</b>	Siana Wong, Andy Weber, Marko Pavela, Greg Lovelady, Kim Pohlman, Dee Ann Klein, Sharon Lang, Tom Eckhout, and Paul Kondrat

### Agenda topics

6:05PM

APPROVAL OF MINUTES/ACTION ITEMS

SIANA WONG

<b>DISCUSSION</b>	
Introductions were given and minutes were approved. Action Items were held off for individual topics.	

6:08PM

OLYMPIA DASHBOARD/WEBSITE/GOOGLE DRIVE

SIANA WONG

<b>DISCUSSION</b>		
Siana Wong shared graphs and charts provided by The Mountaineers program center showing activity within the Olympia branch. As of September 2017, 866 members are currently enrolled with the Olympia branch; of those 483 are active members and 277 volunteers.		
Donnie Miller has been the main contact for website changes on Olympiamountaineers.org (Olympia Branch web site) and should be for mountaineers.org (main organizational web site). Sharon also has access and some information on how to make certain changes.		
The olympiamountaineers.org calendar doesn't match mountaineers.org website. The calendar on the mountaineers.org website has been difficult to manage, but we need to utilize this for keeping track of volunteer hours. Andy Weber is working on phasing out the olympiamountaineers.org calendar.		
A Google Drive account has been made for the council and a folder for each person.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Notify Andy if any discrepancies are found between websites.	All in attendance	Ongoing
Add any files that are pertinent to council positions.	All in attendance	Ongoing

6:33PM

ROLES AND TECHNOLOGY BUDGET

SIANA WONG

<b>DISCUSSION</b>		
A person responsible for equipment was discussed. As it stands, equipment is shared and picked up from the Friend's Meeting Hall with little to no organization on who is using what and when. The issue could be resolved with individual equipment for each committee. It was decided that is not the highest and best use of our funds as many committees have activities at separate times and equipment can be shared. Someone responsible not only for the designation of equipment, but the maintenance of equipment is warranted. A request for a Technology Equipment Coordinator will be sent to those seen as eligible. A description of duties will include: storing, coordinating, managing, troubleshooting, and protecting computers with latest virus ware as well as giving or creating instructions on how to properly utilize the equipment.		
The council allotted \$3,000 for technology in this year's budget. A laptop has already been purchased for MOFA and the Adventure Presentations leaving the budget \$1,350 less. It was decided to run a poll on each committee for their technology needs and determine what should be purchased.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Draft an ad for the role of equipment manager.	Marko Pavela	11-8-17

Create poll to determine each committees technology needs.	Kim Pohlman	11-8-17
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6:58PM

POLICY MANUAL UPDATE

SIANA WONG

DISCUSSION		
Siana gave an update on the policy manual. The need to work in more depth with each activity committee is apparent. Each committee has their own minimum standards and the policy manual should point to those rather than noting them individually in the manual. Marko Pavela will begin working with each committee and updating the manual.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Work with each committee on information already in place, and set a deadline for a minimum standards link to be added to policy manual.	Marko Pavela	11-8-17

7:05PM

LEADERSHIP

ANDY WEBER

DISCUSSION		
The 2018 Leadership class is on the website. Amy Weber is the chair for this committee. Andy asked for all those in attendance to let people know and to get involved.		
The leadership recognition program was discussed. An auction will be held on February 15 <sup>th</sup> 2018 at the Lacey Community Center. 58 super volunteers will be invited to attend. Super volunteers were determined by having volunteered in 15 or more ways in 2016 per the mountaineers.org website.		

7:15

OFFICER'S REPORTS

DISCUSSION		
<b>Greg Lovelady, Director:</b> -Greg attended the second Vision 2022 Strategic Plan meeting in Tacoma a week ago. This process is now ¾ completed in fine tuning where the clubs priorities will be.		
<b>Kim Pohlman, Treasurer:</b> -Kim passed out several documents showing the budget. We were \$70 over our budget for 2016-17 fiscal year budget. -\$3,000 was allotted for electronics and \$5,000 for leadership recognition. -The Olympia branch will be sponsoring 75% of an AERIE 1 course through Edgeworks for ten members. A promo code will be released and used on a first come first serve basis once the course is listed.		
<b>Dee Ann Kline, Social Chair:</b> -All arrangements for the banquet are in place. 176 tickets are available and 82 have been purchased. -Dee Ann asked about noting our events in the newspaper. It was determined if advertising is free, she can post events wherever she likes.		
<b>Andy Weber, Past Chair:</b> -Nothing additional to report.		
<b>Marko Pavela, Chair Elect:</b> -Nothing to report.		
<b>Siana Wong, Chair:</b> -Siana is working to set a date for an activity summit. She will send out a poll requesting dates in November. -The month of December has been tentatively set for dinner hosted by members of the program center with the council. -Not much has developed with the youth position. Siana will work to see if she can get Dixie Havlak and Becca Polglase to coordinate the position. -Siana would like to continue to invite 1-2 activity chairs at each meeting.		
<b>Sharon Lang, Secretary/Communications Chair:</b> -Nothing to report.		

7:35PM

GUEST REPORTS

[PRESENTER]

DISCUSSION		
<b>Tom Eckhout:</b> -Tom thanked everyone for their effort and time. He asked if anyone needs a volunteer badge to please let him know. He tries to create the badges in bulk to save time and cost.		
<b>Paul Kondrat :</b> -Paul noted that he did not receive a ballot to vote for the last two years. There has been an issue with Comcast in the past, but it was thought to be fixed. It was discussed there may be an issue with filters in his email and how many other members might be experiencing the same issue. Greg and Siana will work with Paul to resolve the issue.		

Meeting Adjourned 7:45PM