

# Minutes

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12 JUNE 2019 / 1800 / Olympia Center

## ATTENDEES

- Officers: Bob Keranen, Marko Pavela, Siana Wong, Greg Lovelady, Dee Ann Kline
- Guests: Henry Romer, John Dunlap, Dixie Havlak, Neil Kirby

Meeting called to order at 1804

1804 Introductions/Welcome Guests

1936 – Approval of the MAY 2019 minutes – All

- APPROVED BY ALL

1805 – YOUTH PROGRAMS STATUS - DIXIE HAVLAK (Youth Outreach Coordinator)

- We've had Becky Neilsen part time for a while now
- Challenges
  - o Outdoor skills and training, didn't get enough people to sign up
  - o Tried a new backpacking class but not enough signed up
  - o Mini-Mountaineers started in March, 2-5 yo, talked with the Children's Museum and had a room setup with a 1hr session in the building
    - Had 8 people sign up but only had 1-3 people at each event
    - Thought a barrier was that parents had to be a Mountaineer to sign up
- Successes
  - o The climbing program at the YMCA
    - Bob K. and Paul Kalman helped quite a bit, along with Becky N.
    - 8-10 people showed up at the YMCA
    - Folks were taught how to belay
  - o Successful, explorer session, 8-12 yo, went to Exit 38 to do some climbing
    - Started last September, meets once a month to teach them something for the outing that would be coming up
      - Have done Tolmie Peak, Snowshoeing, Snow Cave Building, Survival at Dixie's Cabin, Biking up Carbon River Road, Kayaking in July
    - There is a waiting list for this, they would like to separate and start a MAC mountain adventure program for 13 or 14 - 18 yo.
      - The Program Center wants more revenue from the programs in Olympia.
- Goals
  - o Have all committees contribute to the Youth Programs
    - How can the Branch Council promote/help with Youth Programs???

- Becky has been working with Kayaking and on an individual level
  - Dixie would like all the committees to contribute to the Summer Camp or at least once a year.
  - SEE ACTION ITEMS
- Having a successful Summer Camp this year summer
- Would like to expand from 1-3 age group “camps” (programs)
- Marko speaking to new things from the PC about Child Protection Policies
  - Marko will loop Dixie into these emails

### 1829 – CITY OF OLYMPIA/MOUNTAINEERS PARTNERSHIP - JOHN DUNLAP AND HENRY ROMER

- Sea Kayaking class needs rentals for students
  - Currently they rent from Issaquah
- The City of Olympia bought kayaks from the old Alpine Experience retailer
  - The Mountaineers are partnering with the City to offer the basic Sea Kayaking Course
  - The contract says the City will supply all kayaks ect and deliver to the supplies to where it is needed.
    - City takes care of all the kayaks as well
    - It also allows the City and The Mountaineers to sign up students
    - The City also advertises the class
    - The Mountaineers set the course price, but the City will add 30% overhead cost to that
      - This was a small challenge, gave the City signs up folks a Member sign up price, students were given a 3 months free membership and 50% discount
- Could also be a good source of marketing for The Mountaineers
  - Could be a good thing to expand kayaking further with The Mountaineers
- Dave Stolier and Carolyn Burreson
  - The contract needs to be renewed every year
- Enrollment has seen ups and downs, per Henry Romer
  - Thinks that in the future with the partnership with the City they would be able to offer to more than 24 students like has been done in the past
    - The reason for this is because we have moved the indoor training to TESC and because of the partnership with the City.
- Bob speaking to retention of students and membership in The Mountaineers
  - The more courses you could get a student to take the more retention you will get
  - Henry has quite a few more people this year coming in from other programs in the past 5 year they have started to have more of an uptick in younger sign ups and folks around the Olympia Branch

**NOTES ADDED PER JOHN DUNLAP\*\*\***

**Problem:** kayak rentals are increasingly difficult, threatening our ability to offer our Basic SK course

- o As many as half of the class commonly need rentals
- o Closure of local outdoor retailers particularly impacts larger item rentals
- o All club SK branches competing for few rentals
- o In previous years we've been renting from Kayak Academy in Issaquah. Delivery sometimes hours late due to traffic.

**Solution:** Partner with City of Olympia to use their fleet of kayaks

- o **Club gets free access to city SK gear** (kayaks, skirts, pumps, floats).
- o **Both club and City advertise and register students** for the course.
- o **Club maintains full control** of course content, planning, volunteers, students, and instruction.
- o **Course cost is set by club**; City adds 30% overhead for their students.
- o **City employees transport kayaks** on city-owned trailer (avoiding liability risk for club)

**Benefits:**

- o Roughly **\$100 cost saving for students needing rentals**
- o **Guaranteed availability of rentals** - neither club nor students have any costs for procurement, maintenance, transportation, storage, liability
- o **Large volunteer-effort** saving from avoiding coordination of student rentals and payments
- o **Greatly simplifies field trips** - City kayaks are local, known to us, and delivered together. City provides a paid employee who stays/helps with class all day.
- o **Cooperation and engagement with the community and local government**
- o **Recruitment source of new club members**

## 1916 – BUDGET - MARKO PAVELA

- When done with the budget Marko will send the committees the budget
- Complications happened without really having a Treasurer
  - o Marko attended budget webinars as well as looking into the General Ledger
- Youth Program is represented under Seattle instead of “The Olympia Branch’s Youth Program”
- Most of the revenue for this year’s budget will come from course price increases - Needed to come up with 12k after submitting the budget to Becca at the PC
  - o Extra day of BANFF needed to be accounted for
  - o Climbing wasn’t spending its budget
  - o New course for Self-Rescue
  - o Taking out volunteer recognition from individual committees volunteer recognition
- Self Rescue could be a new revenue generator, but will keep that lower
- Beyond Basic Rock will need to increase course fees more next year

- Mike Riley has been participating with budget Finance Committee
- *Return to Mount Kennedy* Film -
  - The Olympia Film Society has asked the Olympia Branch to sponsor the film for \$500
  - They would put The Olympia Branch's name out there all over it
  - THIS WAS APPROVED AS A ONE TIME \$500 AGREEMENT

### 1859 - BOARD OF DIRECTORS MEETING - GREG LOVELADY

- Tom Vogl indicated that we had a 300 - 400k deficit
  - No one batted an eyelash
  - Previous budget discussions said we had a deficit budget and "mid-course" corrections if needed
  - Most of the responsibility for the deficit is the publishing arm of The Mountaineers (aka Mountaineers Books)
  - Held some conference calls and a powerpoint presentation
    - Let the Branches know how they can help with the deficit
  - One of the questions, "Shouldn't the budget start at the Branch level then work backwards"
    - That's not possible because our organization is so large now
  - Course fees are encouraged upwards to cover the costs of other courses that are "covering"
    - They want consistency across Branches and equal to local cost of living
  - They are going to leave some staff positions open to help with the deficit
  - Making some adjustments with the properties
- There's a powerpoint presentation online, can email Greg to get this

### 1905 – Officer's Reports – All

- Siana
  - Paul Wiseman bench in Olympia
    - Has a draft Blog article, will make the following couple Eblasts
    - Julie Dasso has assisted the Siana with a survey on an Olympia Branch "clubhouse".
- Bob
  - Branch elections
    - Solicit statement with potential nominees for the Branch Council election will happen soon.
    - Have candidates for Treasurer - 2 of them
    - Elections will take place through Mountaineers.org
    - Chair Elect has only one candidate
  - Looking at a climbing chair replacement for Bob
- Doug
  - None
- Dee Ann

- o Branch Picnic Aug 1, 2019
  - Pioneer Park
- o The Communications Committee - a new committee that met last night
  - Eblast
    - Participation from all committees for the Eblast
    - Bob wants her to solicit committee chairs of what needs to go into the Eblast
  - Events and Activities
  - Website
    - Point everyone to the mountaineers.org/olympia
    - Need to reprint business cards
  - Blog
    - Expanding stories about our members in Olympia
    - Want to look at each course and a new member and interview them to see how they will use the newly obtained skills
      - o This will happen once a year
    - Will also highlight new members to our Olympia Branch
      - o Jennifer Fortin will contact the PC about new member welcome letters
      - o She used to welcome new members but figured out the program center does this, but she wants to start doing this again
- o The new social chair will also be on the new committee
- Marko
  - o “Problem behavior notes” Problem Behavior Policy
    - Spent 20 hrs on a complaint by a member based on a participation note that was left on an activity
    - Do more on participation notes, and is holding a training and Leadership Refresher on 6/24/2019
      - The training will have scenarios
  - o Essential Eligibility Policy
    - Accommodating folks that are differently abled
    - The PC wants to be involved in all these instances if asked
  - o Service Animals Policy
    - Guidance on this and when you can and can’t bring a service animal
- Greg
  - o Seen above on the Board of Directors report

### 1956 – Guest Reports – All

- Henry Romer
  - o Kayaking is doing well and this years class went well
- Dixie
  - o Seen above

2015 – Meeting Adjourned

## **ACTION ITEMS**

- Marko - loops in Dixie on new child protective policies.
- Dee Ann - will work with Dixie to ask for assistance with Youth Programs to our EBlast.
- Dee Ann - will work on a posting on Facebook for the Leadership Refresher course
- Dee Ann - will print new business cards
- Marko - will mention helping with the Youth Programs in Olympia during the Leadership Refresher on June 24, 2019.
- Kayaking (John Dunlap or Henry Romer) - will send someone to the final Basic Climbing lecture to speak to Sea Kayaking

\*\*\*SUPPLEMENTAL INFORMATION PER GREG LOVELADY from The Mountaineers Board of Directors Budget and Reserves Presentation

## Cash Flow Analysis - FY19 Budget Presentation



Cash-flow Analysis		Sep-18	2019	2020	2021
<b>Cash &amp; Equivalents</b>		<b>1,492,188</b>	<b>1,908,296</b>	<b>1,978,695</b>	<b>2,104,970</b>
Snoqualmie Board Designated		954,027	1,431,088	1,431,088	1,431,088
Restricted		225,561	200,000	200,000	200,000
Restricted & Board Designated		1,179,588	1,631,088	1,631,088	1,631,088
Unrestricted		312,600	277,208	347,607	473,881



<b>The Mountaineers</b>			
<b>Balance Sheet - Consolidated</b>			
<b>March 31, 2019</b>			
	<b>September 30,</b>	<b>March 31,</b>	
	<b>2018</b>	<b>2019</b>	<b>Variance</b>
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	1,022,643	1,482,468	-459,825
Investments	2,869,168	2,843,809	-25,359
Accounts Receivable	1,077,518	894,860	-182,658
Pledges Receivable	7,550	0	-7,550
Inventory	3,023,734	3,009,636	-14,098
Due from Related	224	-58,018	-58,243
<b>Total Current Assets</b>	<b>8,228,849</b>	<b>8,361,323</b>	<b>132,474</b>
<b>Other Assets</b>			
Note Receivable, Long Term	463,538	0	-463,538
Building and Equipment	4,998,339	4,953,148	-45,191
Land	5,014	5,014	0
<b>Total Other Assets</b>	<b>5,466,890</b>	<b>4,958,161</b>	<b>-508,729</b>
<b>Total Assets</b>	<b>13,695,739</b>	<b>13,319,485</b>	<b>-376,255</b>
<b>Liabilities and Net Assets</b>			
<b>Current Liabilities</b>			
Accounts Payable	438,032	273,842	-164,190
AP Royalty	94,155	10,393	-83,762
Accrual	241,040	171,783	-69,258
Deferred Revenue	157,066	271,033	113,967
<b>Total Current Liabilities</b>	<b>930,293</b>	<b>727,050</b>	<b>-203,243</b>
<b>Total Liabilities</b>	<b>930,293</b>	<b>727,050</b>	<b>-203,243</b>
<b>Net Assets</b>			
Retained Earnings - Loss carry-forward	12,838,990	12,786,269	-52,721
Net Income / (Loss)	-73,544	-193,835	-120,291
<b>Total Net Assets</b>	<b>12,765,446</b>	<b>12,592,434</b>	<b>-173,012</b>
<b>Total Liabilities and Net Assets</b>	<b>13,695,739</b>	<b>13,319,485</b>	<b>-376,255</b>



<b>The Mountaineers</b>			
<b>Statement of Estimate of Cash Flows</b>			
<b>For the years ended September 30, 2017, 2018</b>			
<b>and six months ended March 31, 2019</b>			
	<b>Fiscal year ended September 30, 2017</b>	<b>Fiscal year ended September 30, 2018</b>	<b>Six months March 31, 2019</b>
<b>Cash Flows from operating activities:</b>			
Change in net assets	\$ (451,823)	\$ (51,722)	\$ (33,483)
Adjustments to reconcile change in net cash			
Depreciation	340,780	321,428	-
(Gain) loss on investments	(238,056)	(201,665)	25,359
Contributions restricted for capital assets	(9,250)	(26,268)	-
Gain on sale of property	-	(1,000)	-
Changes in assets and liabilities			
Accounts receivable	(244,436)	(6,109)	176,589
Pledges receivable	(13,509)	30,459	7,550
Author advances	(20,127)	5,225	-
Due from related	-	-	58,243
Book inventories	(111,156)	(102,781)	14,098
Prepaid and other current assets	(43,163)	(19,987)	39,443
Accounts payable	207,023	(130,931)	(164,190)
Accrued liabilities	9,831	(22,771)	(69,258)
Royalties payable	9,947	5,105	(83,762)
Deferred revenue	77,432	(18,283)	113,967
Publishing year end variance	-	-	20,823
<b>Net cash used in operating activities</b>	<b>(486,587)</b>	<b>(219,388)</b>	<b>185,379</b>
<b>Cash Flows from investing activities:</b>			
Purchases of property and equipment*	(155,660)	(284,757)	(109,092)
Purchases of investments	(51,576)	(59,057)	-
Proceeds from sale of property and equipment	4,317	1,000	-
Proceeds from contribution for capital assets	9,250	26,268	-
Proceeds from note receivable	222,571	353,891	463,538
<b>Net cash provided by investing activities</b>	<b>28,982</b>	<b>37,345</b>	<b>354,446</b>
<b>Change in cash and cash equivalents</b>	<b>(457,605)</b>	<b>(181,955)</b>	<b>459,825</b>
Cash and cash equivalents, beginning of year	1,662,203	1,204,598	1,022,643
<b>Cash and cash equivalents, end of year</b>	<b>\$ 1,204,598</b>	<b>\$ 1,022,643</b>	<b>\$ 1,482,468</b>
Purchases of property and equipment			
Solar panels		128,204	85,470
Fiction slab	92,391	81,681	-
System software	50,596		
Meany snowmobile		14,346	12,320
Meany well in process		57,526	11,302
Other	12,673	3,000	-
	155,660	284,757	109,092

The Mountaineers		
Restricted and Unrestricted Cash Equivalents Forecast		
As of September 30, 2019		
Cash and Reserves Analysis	September 30, 2017	September 30, 2018
<b>Operating Contribution</b>		
Snoqualmie Proceeds - Board Designated	553,941	953,842
Less Loan for Solar Panel Project	-	(111,000)
<b>Restricted</b>	<b>269,816</b>	<b>261,320</b>
<b>Board Designated &amp; Restricted</b>	<b>823,757</b>	<b>1,104,162</b>
<b>Unrestricted Operating Cash and Reserves</b>	<b>380,873</b>	<b>(81,519)</b>
<b>Cash and Equivalents</b>	<b>1,204,630</b>	<b>1,022,643</b>
<b>Long Term Building Fund</b>	<b>2,608,446</b>	<b>2,869,166</b>

**Primary Sources of Variance:**

\$269K - Capital Items  
    Solar Panels  
    Friction Slabs  
    Meany Well  
    Meany Snowmobile  
\$40K - Working Capital  
\$70K - Contr Margin Variance

