

Minutes – Steering Committee and Board of Directors Meeting 10-20-11

Directors present:

Bob Colby
Nick Repanich (by proxy)
Ken Knull
Jim Earl
Gary Gambill

Members Present:

Dan Foshee
Debbie Earl
Pete Moak
Peggy Moak
Darryl Merrin
Doug Teeter
Mike Rich
Erich Trulin
Traci Brenneman
Ken Rice
Patsy Colby
Gary McElroy
Tim Jacobson
Brannon Pruis
Glenn Odell

The meeting was called to order at the PPPOA Library at 6:00 PM by Chair and President, Ken Knull

1) Doug Teeter, Sierra Access Coalition, gave an update regarding their efforts to litigate against the Forest Service, indicating that the Tahoe has pulled their plan. Doug also announced he will be running for Supervisor against Kim Yamaguchi. Gary commented that he believes the Board of Supervisors plans to go ahead with joining the Sierra Access Coalition in their lawsuit against the USFS regarding OHV access.

2) Discussion items:

- replacement of large rocks on roads to maintain 4WD challenge
- timing of USFS designation of opening/closing High Lakes to motorized vehicles
- location of possible staging area; 25N05 is a problem as it is an ML3 road

3) Report on the Census Program: Jim and Debbie Earl of the Pair O' Dice Wheelers have been passing out literature and spill kits to all those who drive through the Spring Valley Lake entrance to the High Lakes this year. The program has another 4 weeks to run. Jim and Debbie have made up 300 kits and more to come. The kits are designed to soak up any oil spills from vehicles that spring a leak.

4) Ken Knull - Report on CPR/First Aid Course offered through FOTHL: Saturday, October 15, was the date of the Wilderness First Aid Certification, held at CSUC. It was an excellent class, designed with back country situations in mind. The CPR/First Aid certification is required prior to being eligible for chainsaw certification, and is a good idea, regardless. There were 9 attendees. Another class is being scheduled (December 3). The USFS paid the \$75 per person fee to attend this worthwhile class. Once it is completed, interested parties may study the CD Rom on chainsaw operation provided by the Forest Service, take their 4 part test, which is mailed to Chester for scoring, then participate in a field test (date TBD). Safety gear will be provided by the USFS and FOTHL, using grant monies, for the field test.

5) Financial Update: Ken reported that the lack of a fundraiser this year has left the FOTHL operating fund to be depleted. It takes about \$2000 per year to pay for the various administrative

and operating needs of the org, according to Ken. The Steering Committee had made a proposal to have a membership drive, contacting all members to ask for \$\$\$. 420 members are on database, with about 360 having email addresses. **Membership drive proposed:** \$15 individuals and \$25 family membership to FOTHL to raise funds for administration, outreach, and expenses for projects not covered by grant or USFS funds, using website, with PayPal link for ease of payment. At the Steering Committee Meeting of September 22, Nick Repanich made a motion to proceed with a membership drive, seconded by Doug Teeter, using a tentative membership "year of Oct 1 to September 30 to encompass the normal High Lakes' season of use. Discussion ensued.

6) Announcement of Ken Knoll's intent to resign as President. Ken will remain as Chair of the Board and agreed to provide support during the transition period for the new President of the Board of Directors.

7) Gary McElroy, the Repeater Trustee, **gave a presentation on the status of the Ham Radio Repeater Station:** The antenna system was raised to a height of 58', upgraded antenna (top quality, four instead of two) and additional height has doubled the service area. Funding came from part of the USFS/FOTHL maintenance grant. Peggy Moak suggested that Gary ask to be placed on the County Board of Supervisors agenda for an upcoming meeting to share how the FOTHL Ham Radio facility has greatly improved communications and rescue programs, as well as improving the coverage for Butte County Sheriff Communications Reserve and Butte County Search and Rescue in the High Lakes area.

8) Jim Earl volunteered to oversee the Trail Patrol program (to be approved by the BOD). A training session with USFS Law Enforcement, and the Plumas County Sheriff Department, will be arranged so there will be official Trail Patrol members. Trail Patrol mileage reimbursement is at 39 cents per mile, in the USFS grant program, details to be determined.

The Steering Committee Meeting was adjourned and the Board of Directors meeting called to order.

1) Board of Director Nominations and Elections, to be effective immediately:

Director and President: Glenn Odell

- coordinate with LNF on High Lakes contracts
- coordinate the various volunteer positions below
- schedule at least 2 Steering Committee meetings, and 1 BOD meeting annually
- Prepare, with some help, potentially two grant fundings
- 2-year minimum term

Director and Vice-President: Gary McElroy

- organizes the Spring Trail Prep, and the Fall Trail Cleanup on NPL Day
- assist Chair as needed, would agree to be Chair, if Chair could not serve
- nomination: Gary McElroy (Ken Knoll declines to fill this position as provided for in by-laws)

Director and Treasurer: Traci Brenneman

- maintains all financial records
- tracks and records grant expenditures
- Files annual tax returns and Statement of Information
- reports financial status to BOD and membership periodically

The nominations were seconded and unanimously approved by the Directors.

The new Directors assumed their duties, and the meeting continued.

2) The following positions were authorized by a unanimous vote of the Board of Directors:

Trail Patrol Captain – Jim Earl

- organize a summer schedule of weekend shifts by FOTHL volunteers
- organize Trail Patrol training if not enough trained volunteers

Quartermaster - Brent Jayne, Pair-o-Dice 4 Wheelers

- keeper of the trailer full of FOTHL supplies
- keeper (and maintainer) of the FOTHL 4x4 vehicle

Communications Director – Ken Rice

- Coordinates and maintains the FOTHL website
- maintains 4x4Trailfinders.com
- maintains email listserv

Membership Coordinator – Tim Jacobson, Norcal Crawlers

- maintains the FOTHL database
- prepares annual membership drive/emails
- sends out membership goodies ordered
- maintains and sells the FOTHL swag
(Peggy Moak offered to assist with flyer for membership drive)

Fundraising – Jeremy Wilson / Business Contacts- Dan Foshee, additional volunteer

- coordinates a fundraising event (or more) each year
- bbq's, raffles, poker runs, pass the hat for spare change, beg for big donations
- (Jeremy Wilson – accepting by phone call)

Adopt-A-Trail Coordinator - OPEN

- organize the activities on the Trails - similar to a Trail Boss on Rubicon
- work with LNF recreation staff for on-the-ground projects
- works with funded OHMVR Grant projects.

3) Appointment of Ken Knull as Crew Chief to manage the four major projects to be completed in accordance with the \$66,000 Federal grant received by FOTHL (listed in item 3, above) was discussed and endorsed by all those present. This is a grant funded position and was approved by a unanimous vote of the Board of Directors (Ken Knull abstaining). Ken is being hired by the FOTHL as an independent contractor responsible for his own taxes and insurance. The funding allocation is \$17,856 for the year. Contract must be signed. Motioned by Gary Gambill, second by Gary McElroy, unanimously approved.

4) Discussion regarding potential removal of any director for cause – how should that be handled?

- “cause” was tentatively defined as non-participation (more than 2 meetings in a row missed) or misconduct
- suggested first a verbal inquiry, 2nd a written warning, then a letter of removal from the BOD
- should be covered as a provision in the By Laws

5) Grant approved by the OHMVR was reviewed. FOTHL had applied for \$89,000, approved for \$66,000, with the following projects approved:

- Repairs to the 614
- Repairs to the 615 entrance
- Renovation of Hippy Camp as a group camp site
- Convert area at the entrance to **The High Lakes** as a parking and camping area, utilizing big rocks sitting there
- Purchase used 4X4 vehicle with winch (for transport of materials and persons to job sites)
- Authorizes hiring two college students as workers, and a crew chief to manage the projects

Discussion ensued regarding the purchase of the 4X4 vehicle. \$10,000 has been allocated, and that must cover purchase, registration, and maintenance, **and upgrades, if needed** .

Breakdown of the \$66,109 approved grant:

\$10,000 4X4 vehicle
 \$8000 supplies (chainsaws, etc)
 \$17,856 Crew Chief (Independent Contractor)
 \$22,000 Student Laborers (through CSUC Foundation)

There is a second grant (**USFS through OHMVR**) for \$22,000 for fire pits, supplies, signs, safety equipment, ham radio repeater upgrade, **all** on a reimbursement basis. In addition, we have the remainder of **from 2009/2010 grant**, \$9000, to spend. \$2000 for ham radio **antenna** upgrade, \$1500 on chainsaws. More to go on hygiene supplies, etc.

6) Amendment of By-Laws: Peggy Moak reviewed proposed changes to the By-Laws:

- Provide for a minimum of five and a max of nine directors
- State that a quorum shall be a majority of the currently serving directors
- Provide for a Chairman **of Board of Directors** (no Vice Chair) and a President & Vice-President
- Require one **BOD** meeting annually, others as **needed, time and location** TBD
- Allow for electronic communications and meetings, also conference calls
- Provide for directors to assign their vote, by written proxy, to another director
- Provide for removal of a director for cause

The proposed changes were endorsed; the amended By-Laws will be presented to the Board for action at a forthcoming special meeting.

There being no additional public comment or new business, the meeting was adjourned at 9:00 PM