

NY CHAPTER ADK BOARD MEETING MINUTES

PLACE & TIME: Sloatsburg Public Library, January 6 2018 at 12 noon

IN ATTENDENCE:

Ray Kozma

Teri Gabel

Mary Hilley

Bill Burns

Diane Booth

Marty Kellerman

Eve Mancuso

Lisa North - by teleconference

ABSENT

Mark Fedow – excused

Suzanne Rocheleau – excused

AGENDA

1. APPROVAL OF DECEMBER 10, 2017 MINUTES

Minor amendments noted. Approved unanimously.

2. CHAPTER CHAIR UPDATE –RAY KOZMA

Opening greetings and welcome of new Board members. All members briefly introduced themselves. Ray handed out to each new Board member a set of the Bylaws and major Policies and Procedures as a way to help orient them to the Board and to the developments the Board has worked on over the past couple of years.

Briefing of status of affairs:

- A new 10-year lease for operating Camp Nawakwa has been signed, notarized, and sent to Bill Ledwitz and PIPC for final signing.
- Winter Social is set for Jan. 21st at Pete's Tavern; an email blast will be sent to all members.
- We are obtaining a new hosting company for the Chapter website. The new company has greater security than the one we have been using. Giacomo is working on this.
- The Annual Appeal letter has been sent out to all Key-holders.

TASKS for 2018 - Corporate

Ray mentioned that, ultimately, we will need to Update the Chapter's Bylaws. Bylaws have to be approved by a vote of the Key-holders. First, we have to finalize our writing of the policies we have been working on [see discussion below]. Ray reminded everyone that the Board had already decided to have elections at the Annual meeting, which is moved to the weekend after Labor Day.

Ray suggested that, as we go through the year, the Board work on preparing a written handout or compilation of responsibilities of the different Board positions so that future new board members would be able to acquaint themselves with the tasks associated with their specific position on the Board.

3. SECRETARY- EVE MANCUSO

Briefly described duties. Noted Janet Sibarium prepared and passed along a comprehensive binder with much information necessary to the duties and responsibilities of the Board Secretary position to assist in the smooth transition.

Eve to obtain email list for both ADK members and Key holders from Janet S.

4. TREASURER REPORT- SUZANNE ROCHELEAU

Report submitted, distributed and presented by Ray. (Report attached)

Janet S. will continue to pick up mail and also to deposit checks.

Discussion regarding significant expenditures- capital improvement for Cabin #3 roof repairs, \$ 3,200 which comes with a lifetime warranty from Frank Stevens and Sons. Ray explained 25% of lease amount is returned to ADK for MCI (MCI = Major Capital Improvements), ADK needs park approval for all capital improvements proposed on the site.

First installment of PIPC rent due and will be sent.

Profit/lose 2017 through November circulated for review.

Suzanne will update financial report through end of 2017 when statements are received.

Eve inquired regarding preparation of 2018 Budget. Ray responded that this could be looked into. The Main Club works from budgets, but the New York Chapter has never followed this method.

5. MAIN CLUB REPORT- MARY HILLEY

Mary is the Main Club liaison- presented detailed report of some of the current issues- over use of High Peaks area, environmental issues, education. Attempt to introduce other areas to the public to lessen the impact on the over-used/visited areas.

Breakneck Ridge, safety/trash/ education.

Chapter Membership of Trail Conference= maintenance of certain trails ADK volunteer hours.

6. MEMBERSHIP- JERRY FLOWER – No report

Ray outlined the specific procedures in place for potential new Key-holder members:

The Application is on our website and gets sent to Jerry Flower, Membership Chair. Jerry sends out a welcome letter and the Applicants Qualifying Events form, as well as information/instructions on what the Applicant needs to do. Once all of the required elements are completed and signed appropriately, the form is returned to Jerry. who then sends it to the Board for consideration and vote. If the Board votes affirmatively to accept the new Member Jerry Flower sends a letter of Congratulations with information on how the new Nawakwan can obtain keys. Jerry then provides all contact info on the new members to Eve to add to the list. Money sent to Suzanne, Lisa mails out keys.

Upon receipt of new member contact information, Eve to update members list and distribute to Lisa and Mary and Mary Ann Poris.

7. HOSTING COMMITTEE REPORT

Mary and MaryAnn Poris will be co-chairs for hosting duties.

The Board worked on the calendar for the new year.

Calendars were distributed for discussion of specific weekends and cross referenced to 2017 calendar for comparison. Discussion followed.

Official camp season is from May 1 to Oct 15.

There is a hosted Invitational Presidents Weekend in Feb planned over the 3 day weekend (Ramblers Invitational) with Ingrid Strauch advertising this and coordinating the event.

The Palm Sunday Hike will be March 25th. Ray will be leading this hike and it will be dedicated as a memorial to John Bleninger who led the hike for many years. The route will follow that of John's when he was leading the hike.

The Board reviewed each weekend/ mid-week of the official Camp Season; Set events: Work weekends, AMC etc. This year additional work-weekends will be added in the summer months for a total of four work weekends. By March 1st, Key-holders will be notified that the Hosting Calendar is open for volunteers.

No invitationals were scheduled during High Camp Season.

8. CAMP NAWAKWA COMMITTEE

Hand out was distributed outlining a revised three-tiered structure for this committee.

The Bylaws reference the 'Camp Nawakwa Committee' as a standing committee. In the past, this has fallen on only one person. The revised structure allows for expanding the committee:

a. CAMP COMMITTEE

- Expand Camp chair responsibilities to be shared with 2 co-chairs and committee members – One member was suggested as a potential chair. Ray will speak to the individual about this. Bill Burns agreed to be co-chair.
- Members: Eve volunteered to help with access to camp due to close proximity of residence to camp, Teri volunteered as member. A couple of other people were suggested and they will be approached about this.

b. HOSTING- COORDINATING COMMITTEE

Mary Hilley and Mary Ann Poris will be co- chairs

Mary has set up 2 emails for each Mary Ann P and Mary so they can access calendar, in real time, date/time. Back up on Mary, Mary Ann Computer's. Maybe use google docs to manage calendar.

There will be a list of "back up" people to cover hosting at the last minute or due to cancelations. Sign up will be through "hostingadk" or something similar.

Mary & MaryAnn P will re-work commissary/ staples list.

c. ACTIVITIES COMMITTEE

Lisa North – Chair (Marty Kellerman agreed to help Lisa with this)

Discussion followed. Marty offered potential new themes- Music weekend - guitars, harmonica. Games weekend, Lecture weekend, Yoga, educational programs. Teri suggested Don Gabel as a potential source for educational programs.

9. TRAILS – BILL BURNS

Detailed report submitted noting ADK- NY- VOLUNTEER HOURS. Report date to reflect Fall 2017. Condition of specific trails noted.

Discussion regarding methods in which interested members could participate. Potentially note schedule or opportunity to participate on specific hosted weekends.

10. DISCUSSION TOPICS

Calendar for board meetings:

Feb 3, 12 noon at Sloatsburg Library
Thursday March 1, 7:30 pm teleconference
Sunday April 15, 1 pm Janet's house
Thursday May 10, 7:30 pm teleconference
Saturday June 9, 12 noon Characters

POLICIES

New York Chapter - Conflict of interest Policy- tabled for future review, discussion and vote

Policy on Compensation- tabled for future review, discussion and vote.

Certification to operate chain saws needed through Trail Conference. Teri G to speak to Don G to check with Trail Conference as to certification

Investigate increase in commissary expenses to \$ 200 w/o Board approval.

Suggestion of a need for a Policy on anti-Harassment and abusive behavior – to be looked into.

Re-vitalize program - Leading Hikes- policy, training, and draw up list of essentials for hikes. Bill B noted the boy scouts list of essentials could be utilized as a template to get started – discussion to continue.

Discussion regarding suggestion from Peter Varley, namely, to provide reduced rate for those over 35 years. Determined not to reduce fees.

Discussion regarding camp fees: Fees may be too high and discourage usage. Some avoid paying fees by not signing in. Fees too high for younger adults on a budget that potentially will discourage new members from joining. Re-visit key holder fees. Overnight fees – discussion to continue.

Camp use/ income to be evaluated to determine if fees can be adjusted without adversely affecting overall camp operational budget.

Re-visit guest policy for mid-week caretaker. Guest currently not allowed. Potentially allow adult guest. Eve M noted it discouraged volunteering for mid-week caretaker due to safety concerns. Tabled for future discussion.

Adjourn 3 50 pm

Respectfully submitted,

Eve Mancuso, Secretary