

Worcester Chapter Executive Committee Meeting Minutes

November 29, 2017

Boylston Historical Society, 7 Central St. Boylston, MA

Attending:

Dave Cole	Joe Massery	Jose Schroen	Sue Serra (minutes)
Patricia Lambert	Debi Garlick	Deb Herlihy	Fred Mezynski
Barbara Dyer	Michele Simoneau	David Elliott	Jonathan DiRodi
Jean Langleely	Ingrid Molnar	Alexandra Molnar	Zenya Molnar
Christina Ferretti	Janice Melchiorre	Claudine Mapa	Lauren Rothermich
Kim Simpson	Charles Arsenault	John Grote	Stephen Crowe
Stephanie Murphy			

Guests: Mike Jones, Sharon Foster (Regional Director – Central), Sue Serra, Debi Garlick

[6:35] Meeting was called to order

Joe Massery presiding

REGULAR BUSINESS

October Meeting Minutes

No comments/objection on minutes of previous meeting

October Minutes approved

Treasury report

Jose received several comments from report (Jose)

Pat Lambert: Endowment request for A Mountain Classroom that was approved last month (October meeting) needs to appear in allocation column~~debit that was approved last month (October meeting) needs to appear in allocation column~~

Joe M: 3rd Wednesday Potluck doesn't have money in it... Jose put in as \$1300

Jose: Budget didn't show for summation (correction has been made)

October Treasury Report approved with these changes.

Endowment Committee

Pat Lambert presents current slate for 8 members of the 2018 Endowment Committee

Voting Members (5): Mike Jones, Michele Simoneau, Jean Langleely, Pat Lambert, Jeff Mayes

Non-voting members (3): Sharon Foster, Joe Massery, Faith Salter

Comments: Barbara thanks Endowment Committee for doing a great job

Motion to accept new members for Endowment Committee approved

Volunteer of the Month -- November

On behalf of Kim Beauchemin, Joe Massery announces November nominees:

Tom Corrigan, Ed Bajakian, Tom Zumwalt, Mike Foley (not eligible)

Nominated by Steve Crowe for their Adopt a Trail work

Ilia Pidroutchniak

Nominated by Steve Crowe for helping with trail work

Emerson Grant, John Grote (not eligible), Frances Gribbons, Malcom Beauvais, George Fardy, Robert Cote, Ingrid Molnar (not eligible), Mike Sullivan, Mike Peckar, Bill Caulway

Nominated for Older and Bolder Crew work on Pine Hill Trail

Claudine Mapa (not eligible) and Lauren Rothermich (not eligible)

Nominated by Stephanie Murphy for organizing Warren Miller Ski Film Social

Cindy Martell

Nominated by Barbara Dyer for endless devotion to the club, past AMC employee, and more, also served on EC as past Endowment Chair

Debi Garlick

Nominated by Walt Lazar for planning and executing a successful North/South Pack Monadnock "fixing to get ready for winter" hike

Tom Corrigan

Nominated by Mike Foley for being the only one to show up in the rain for Adopt a Trail maintenance

Doug Teschner

Nominated by Dave Cole for coming from NH to attend our Annual Meeting

Karen Maki (not eligible)

Nominated by Dave Cole for her efforts of poster design work and management of volunteers for Annual Meeting

Alex Molnar and Jon DiRodi (both not eligible)

Nominated by Steve Crowe for TNT trail work

Steve Nordstrom, Peter Eggleston, Connor Hughes, Beri Shifaw, Ashley York

Nominated by Alex Molnar and Steve Crow for participation in Pine Hill Trail crew... worked as team exhibiting creativity, dedication, humor, etc.

Jeff Mayes

Nominated by Pat Lambert for answering the call to fill a vacancy on the Endowment Committee and has already volunteered to attend an event that JUMP is organizing on December 1st

November VoM Winner: TOM CORRIGAN

Nominated by Mike Foley for being the only one to show up in the rain for Adopt a Trail maintenance and nominated by Steve Crowe for their Adopt a Trail work

2017 Volunteer of Year: MIKE JONES

Dave Cole announced Mike Jones as volunteer of year for 2017 at the Annual Meeting in November. Since Mike could not attend that meeting, he presented the award to Mike at this EC meeting.

Served on EC as Hiking Chair 1998 (2 years)
Leadership Chair 2001
Secretary 2002/2003
Executive Committee 2005/2007
Endowment Chair
Involved in Mountain Leadership School (trainer)
Currently serving on Endowment Committee
Volunteer of the Month in 2017
Activities Chair

NEW BUSINESS

[6:55]

Club Perspective & Update: Sharon Foster

Sharon Foster is the AMC Regional Director for central area (Worcester, Berkshire, Mohawk Hudson) and a member of the Board of Directors

Updates:

Diversity Equity Inclusion: there has been a lot work in training done to examine how the club can become more inclusive, attract a younger membership base, increase diversity, and make AMC welcoming to all

Vision 2020 goals: looking at getting more kids involved, trails, conservation and leadership.

What's next? (vision 2030): Organizational Health Survey: surveyed all employees of club and select volunteer to see how people see the club and how they see the strategy; 84% completed survey

Next board meeting is next week (December) to vote/approve budget

Question: How can we access diversity training? Ask Faith or Susannah (typically get posted by club at amcoutdoors.org)

Question (Barbara Dyer): how is Maine woods? (Sharon) Doing well, break-even; received \$1M gift last year

Have seen renewed interest in conservation

[7:05]

Vote on Replacements for EC members

Pat Flanagan and Gina Shea stepping down (secretary & hiking chair)

Nominees:

Debi Garlick for Hiking Chair

Sue Serra for Secretary

Question (Pat Lambert): Who is on nominating committee? Charlie Arsenault, Jose Schroen, Dave Cole, Joe Massery, Andy Wojcikowski, Fred Mezynski, Steph Murphy, and Janice Melchiorre.

Motion to accept 2 new candidates

New candidates approved

[7:10]

2018 Budget Process

Joe looking for volunteers to form subcommittee to pull together the budget requests and prep for next meeting

Overview of how this worked last year:

6 people (met at Charlie's house)

Solicited budget inputs from all activity chairs on what they think they need, based on past years and new goals

Committee agreed on proposed budget at that meeting

Chairs then presented at Executive Committee Meeting to streamline process

Volunteers: Kim Beauchemin, Jose Schroen, Dave Cole, Joe Massery, Deb Herlihy, Steve Crowe, ~~Pat Lambert~~. After the meeting, Steve Ciras agreed to join.

Comments:

(Joe) In anticipation of this, all current chairs should begin to put together plan for this coming year. Joe will send formal request for budget inputs in a week or two.

(Jose) For actual spend:

Expense goes in under each chair

1. Each chair should be responsible to track their expenses
2. List details (broken out)

Jose keeps track of totals only

(Pat Lambert) Don't feel constricted by past budgets; there is plenty of money available in endowment to support more robust programs if people are interested in doing new things and have new ideas.

Question (Claudine): Can future reports be put on SharePoint? (Pat): yes, each chair has folder; organized by year

[7:20]

Annual Summit Budget

Need to approve budget for Annual Summit (Jan 26-28) reimbursement (travel, mileage, lodging)
Chapter Chair and Vice Chair (Joe/Kim) required to be there Fri-Sun. (Norwood, MA)

Need to vote now b/c this is last meeting before the Annual Summit; must be approved prior to meeting
(Steve) Motion to approve \$500, (Barbara) seconds

(Steve) Amendment to motion to cover the following expenses for the Chair and Vice Chair: Registration fee, and lodging expense up to \$300 each. There will be no reimbursement for mileage.

Motion approved (1 abstention, 1 nay)

[7:30]

Jan 7 EC Planning Meeting Agenda

Sunday at Boylston Hist. Center (morning - afternoon), Joe will send schedule this week with details and time

Review goals & issues for coming year

Brainstorming

Endowment

[7:35]

Discussion on Email Tools: (Janice Melchione)

Previously Bruce Wester would send out info for upcoming events (specific to cycling) to individuals who wanted to be on mailing list. Would like to continue this, and looking to use a tool to make the process easier.

Connecticut chapter uses Constant Contact:

3. Easier for people to signup (email list manager)
4. \$500 per year, but all Conn. activity chairs are using this

MailChimp:

5. Free
6. Can see who is reading (click-thru); *Constant Contact can do this too*

Goals:

7. Manage all committee chairs/email distribution lists (opt in opt out, without someone having to maintain the list)
8. Make it easier for people to get communications on activities, newsletters, etc. (separate from list of all leaders)
9. Track click-thru
10. Better control and flexibility of communications
11. For all activities (not just cycling)
12. Need opt-out for users

(Charlie) Website may be hosted by AMC in near future and this will takeover current email solution
Charlie proposes formation of subcommittee to research options and make proposal (recommend a tool, next steps, etc.):

13. Volunteers: Janice Melchiore, Deb Herlihy, Stephanie Murphy, Claudine Mapa, David Elliott, Lauren Rothermich

[7:50]

Format/Date for Next Year's Annual Meeting: (Joe)

We don't currently have a date or format for next year's Annual meeting

100th Anniversary Committee will need to know if this will be tied into 100th Anniversary event or kept separate -- if separate we need to decide how this will work.

Joe will follow up with Steve Ciras

[7:55]

EC Holiday Party: (Charlie)

Who likes to party? EC Holiday Party is Dec 16 at Charlie's house 5pm.

Respond with yes/no on evite and list food item in comments, BYOB/pot-luck

Requesting volunteers for the following:

Help setup/cleanup

Organize Yankee Swap (David E.)

[8:00]

Recap of Annual Meeting: (Dave Cole)

Great attendance

Guest speaker did great job

Ran late; people talked too long

Income & expenses (Jose)

14. Brought in \$2,900

15. Event cost \$6,300

16. \$3,400 out of pocket expense for club

Question (Jean): How can we handle last minute attendees or those who just want to attend without the dinner? (Pat Lambert) Possibly offer different rates for dinner vs speaker only portion of event?

There were 44 paid participants (not sure how many attended)

Question (Michele): Can we get a copy of annual report? (Jean) Yes, she has some.

[8:04]

Food for January Planning Meeting

Dave Cole volunteers

OLD BUSINESS

[8:10]

Review action items:

Update Membership Chair contact info for 3rd Wednesday and Meetup: ~~{Who did this?}~~ (DONE)

Update official EC roster: Joe M (DONE)

Update E-Comm ~~at Worcester.org~~ AMCWorcester group mailing list: Deb H

17. Highlight new members on roster so Deb will know who to add

Summit access for new members: Joe M

EC name tags for new members and any change of positions: Jean will order tags

Update website photos and contact info for EC members: Deb H

Signature card at bank: ~~{STILL OPEN}~~ [Jose, Kim B](#)

Soft Copy of Annual Report to upload to web and send to Susannah H.: Dave Cole has put on site and will send link to Susannah

Joe requests that everyone puts documents for activities into Summit (SharePoint)

[8:20]

Round table

Charlie: Party!

Jose: Was August Camp endowment for two \$5K payments successful? (Dave C. and Pat Lambert) so far \$9,500; need last \$500 (hoping to get from Boston chapter)

18. (Pat) need to send payment in January up to 5K... find out from Gary where to send

Jose: info for new members... when providing information for reimbursements be sure to send all receipts, total amount of all receipts (so Jose is not only one doing the math), and address of where to send

David E: almost done moving rocks

Pat: Baystate Trail series of hikes for 100th Anniversary ~~hikes~~ [Hikes; The first in this series first one will be take place the first weekend of December; this weekend](#) lead by [Neil Schutzman and Dana Perry](#)._

19. [Neil and Dana will lead the second part of their "Section 8" series in the spring.](#)

Alex: Requests stories for newsletter by December 22nd

Ingrid: Been wanting to do trail volunteer work and finally did it; it was a great experience, learned a lot

Kim S.: thanks EC on behalf of Midstate Trail Committee for voting Ed Faron as Appie of the Year.

Jonathan: he and Charlie went to Parks and Water lobby day at statehouse to encourage legislators, senators, and governor to provide funding for DCR, etc.

Charlie: (follow-up) for Shrewsbury, Westboro (district 4 and 5) residents – he will meet with Hannah Kane on December 11 to discuss getting more funding – others welcome to join them

Deb H: 100th Anniversary Thanksgiving Hike was huge success

Michele: presents picture from original Worcester lodge for archives -- Woman in pic left \$0.25M to AMC (Worcester gets \$500/year for educational programs)

Jean: last year Gina arranged open house about AMC and would like to know what the format is? Was it successful, and can we run this in different part of county (some think you must go to Northborough to be a member)? Did only members show up?

20. Don Cunningham had large group over 30... brought in new faces, but did they continue involvement?
21. (Pat) We don't measure/track so we don't have answers to how successful it was
22. Define purpose of future meetings/events and establish a way to track/enroll members at events (Constant Contact, PayPal, Square, etc.)
23. (David E.) what content do we provide that evening to make it valuable to attendees? Speakers, t-shirts, etc.?
24. We don't currently follow-up & track (no metrics) -- offer feedback forms, etc.?
25. Make part of 3rd Wednesday? These have good attendance

Steve Crowe: Says thanks to the 20s & 30s for joining the 50s trail crew

26. Trails committee meeting scheduled at Greater Worcester Land Trust for Tuesday December 5th Working on 100th Anniversary celebration for National Trails Day; looking for partners and activates to celebrate public/private partnership we have at Mount Wachusett

Jose: outstanding receipts needed no later than 31st or will have to go into next year's budget

[8:35]

Meeting was adjourned