



BOARD of DIRECTORS – MEETING MINUTES

The October 2018 Board of Directors (BoD) meeting of the Collegiate Peaks Chapter of Trout Unlimited (CPC) was held at Sangre de Cristo meeting room in Buena Vista on October 10, 2018. Secretary Tom Arnot opened the meeting at 6:30 pm.

Board Member Attendees:

Officers: Jerry Wright, Tom Arnot

Board Members: Jim Impara, Gene Milus, Keith Krebs, Rick Helmick, Bill Dvorak, Eric Heltzel

Larry Payne did not attend. He provided a proxy to Tom Arnot/Jerry Wright and designated 3 specific votes with others at our discretion.

The minimum number of board members was in attendance to constitute a quorum. In addition, enough members were in attendance to constitute a 2/3 majority of the entire Board, if needed.

Other attendees: Karen Dils, Reed Dils

1. CONSENT AGENDA

- a. August 8, 2018 BoD Meeting Minutes and September 29, 2018 Special Board meeting minutes; Tom Arnot (as emailed)
- b. August and September, 2018 Treasurer's Reports; Jerry Wright (as emailed)

Jim Impara motioned that the consent agenda be approved. Bill Dvorak seconded the motion and it passed without dissent.

2. REMARKS

- a. Caddis Festival Special Board Meeting/Banquet Committee Meeting September 29 recap
 - For those that were not at the September 29 meeting, the 2019 Caddis Festival Banquet has been postponed in lieu of a potential fall 2019 fundraiser. The May 4, 2019 reservation at the Fairgrounds has been canceled. Format and timing for the new fundraiser to be determined by Fundraising Committee.
 - Still need a Fundraising Committee Chairperson
 - Next Committee meeting TBD
- b. NTU is changing their fiscal year – and consequently, so are we...
 - Sept 30, 2018 was the end of FY 2018, March 31, 2019 is the end of FY19S and March 31, 2020 is the end of FY19.
 - Filing date for forms will change accordingly.
 - Send hours to Karen Dils through Sept 30. Deadline for submitting the annual report to NTU is November 15
- c. September 13 Friendraiser Member Meeting recap
 - Program from Bob Randall, DNR Director on Climate Change & Colorado Water Plan. Co-Sponsored with GARNA and CCC. Great program, relatively poor attendance.
 - It was noted that there were no CPW attendees and very few from GARNA and CCC, our two co-sponsors. Better advertising needed? It was posted on both GARNA and CCC websites and in their newsletters.

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- d. Arkansas Basin Roundtable
 - Reed Dils was nominated for the Environmental Representative position. Another candidate was selected.
- e. Salida Walking Tours Fundraiser recap
 - Salida Walking Tours donates proceeds from the first Sunday of each month to a local non-profit. Last Sunday, October 7, the tours benefited our chapter. A total of 13 people took a tour at \$15 per person plus some tips, which he also donates. A newspaper photographer was there to take a photo of the group. We should see a check for about \$350 in the next couple of weeks. Thanks to Rick Helmick for organizing this benefit for our chapter.
- f. Need newspaper articles – send to Keith Krebs.
- g. Newsletter content to Tom Palka by 23rd of the month.
 - Need any content relating to activities by CPC members - Fishing trips, fish pictures, project articles, etc.

3. UPCOMING MEETINGS AND EVENTS

- a. October 19 - 20, (Fri – Sat) - CTU Fall Board Meeting in Salida (discussion below)
- b. November 10 (Sat) – Year in Review and Potluck, Granzella Hall (discussion below)
- c. December 12 (Wed) – Board of Directors Meeting, Mt. Shavano Manor, Salida

4. NEW BUSINESS:

- a. Vote on contribution to *Yes For Protecting Forests, Waters and Working Lands*, an organization lobbying to support Ballot Measure 1A.
 - Keith Krebs is requesting a \$500 donation from CPC to the *Yes For Protecting Forests, Waters and Working Lands* campaign in support of Ballot Measure 1A. We recently voted 8-3 in favor of adding our chapter endorsement to this campaign. This falls under our Policy on Support or Endorsements of Issues and requires a 2/3 majority of the entire board to approve.
 - Presentation by Cindy Williams:
 - Outlined the genesis of the ballot measure – came from Envision Chaffee County meetings.
 - Polling indicated 58% support for a sales tax to capture visitor's money also.
 - Ballot measure 1A is for an additional 0.25% County sales tax to fund three general items; 1) forest fire mitigation, 2) preserve working lands by encouraging conservation easements and other measures, and 3) mitigate impacts of recreation on natural resources.
 - NTU has already donated \$500. CCC donated \$1,000. CTU considering a donation.
 - Discussion after presentation. Jim Impara motioned that CPC donate \$500 to the Yes For Protecting Forests, Waters and Working Lands campaign. Keith Krebs seconded the motion and it passed by a 8-1 vote of those in attendance. Subsequent to the meeting, the two absent board members were polled and both voted in favor, resulting in a 10-1 vote in favor.
- b. 2019 Budget Approval – Jerry Wright (copy attached)
 - Jerry Wright presented the proposed FY2019 budget. Will need to be revised to include the \$500 donation to the Ballot Measure 1A campaign.
 - Discussed the impact of the change to the fiscal year. Budget committee drafted a 6 month budget for Oct 1, 2018 – March 31, 2019 (FY19S) and a 12 month budget for the subsequent new fiscal year (FY19 – April 1, 2019 – March 31, 2020).
 - Due to uncertainties in our fundraising for 2019 and making predictions 18 months out, it was decided to table the FY19 budget approval and only vote on approval of the FY19S short year budget.
 - Jim Impara motioned that the FY19S budget be approved, as modified to include the Ballot Measure 1A donation. Rick Helmick seconded the motion and it passed without dissent.

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- c. Contribution to CTU from Banquet proceeds
 - Chapter Policy states that we pledge 20% of Caddis Festival net income as a donation to CTU. This years banquet net was \$23,650. Pledge amount would therefore be \$4,730. In the past, we have rounded up to the next \$500 increment. We can approve another amount.
 - Plan is to have Keith Krebs present this donation check to CTU at the Fall Board meeting in front of other chapter representatives.
 - During discussion, it was noted that as of this time, we do not have a fundraiser scheduled for 2019 so we need to be prudent with our spending. We need to be more accountable with our actual spending – several items went over budget last year. Should hold a budget meeting and consider a balanced budget in the future.
 - Jim Impara motioned to contribute \$4,000 to CTU. Bill Dvorak seconded the motion and it passed without dissent.
- d. FlyGals Marketing Budget – Jim Impara (copy attached)
 - Proposed FlyGals t-shirt marketing budget
 - Discussion – FlyGals bought/sold 75 shirts - well received. Would remove the “Collegiate Peaks” line to make them more marketable.
 - We could just make a small number to sell at the CTU Fall Meeting here in October to see how they are received. Depending on that, conduct a votemove forward with the marketing plan. A motion was made and seconded to spend up to \$350 to buy 24 shirts for sale at the CTU Fall Meeting. The motion passed without dissent.
- e. CTU Fall Board Meeting – Oct 19 – 20, Salida
 - Friday, October 19: TU Leader Reception and Private Film Screening
 - Location: Salida Mountain Sports, 6:30pm - 9:00pm
 - Reception for CTU Meeting attendees and CPC Chapter members. Private screening of the new Arkansas River film. Free beer provided by Elevation Beer Co. Small snacks, so get food before you join us. Doors open at 6:30pm, film begins at 7:30pm.
 - Most of the board members in attendance indicated that they plan to attend this session.
 - Saturday, October 20: CTU Fall Board Meeting
 - Location: Rotary Scout Hut, 8:00am - 5:00pm
 - Business meeting in the morning, followed by lunch and presentations in the afternoon. Attendees must register to attend. For more information, see CTU website.
 - Keith Krebs is our registered delegate. You must register to attend.
 - Keith Krebs, Larry Payne, Rick Helmick and Jim Impara are planning to attend.
 - Saturday Night, October 20: CTU Dinner Reception
 - Location: Moonlight Pizza
 - Post-meeting dinner for registered meeting attendees only – Dan Omasta did invite any local chapter leaders to join for dinner. CPC may need to pick up some of the tab if we have extra guests and it goes over their budget. Vote to approve up to \$100 for this possibility?
 - Keith Krebs indicated he planned to attend this dinner.
- f. Candidates for 2019 Officers and Board of Directors
 - Per Bylaws, we are supposed to send the candidate slate to the general membership prior to elections.
 - President and Vice President candidates? None offered.

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- Secretary Tom Arnot and Treasurer Jerry Wright have agreed to continue another year in their current positions. The board approved their additional terms at the August 8, 2018 BoD Meeting.
 - Directors with terms expiring this year:
 - Eric Heltzel has agreed to serve another term.
 - Larry Payne has agreed to serve another term.
 - We need a 2/3 majority vote of the entire BoD to approve additional terms for these two.
 - Tom Arnot motioned that Eric and Larry be nominated to serve additional terms as Directors. Jim Impara seconded the motion and it passed by a 9-0 vote. This meets the 2/3 majority requirement of the entire board.
 - Suggestions for new Directors?
 - Pam Simpson declined a board position but will remain on Fundraising Committee
 - Email blast with slate of candidates will go out this week with an announcement about the annual meeting.
- g. Need a Program Chairperson or Chairpersons - someone to take a lead role in scheduling our member meeting programs.
- h. November Annual Year-in-Review meeting
- No fly tying Jamboree this year – Social time at 4:30, Potluck at 5:30, Program at 6:30.
 - Will need to vote election of officers/directors. 8% of membership required for a quorum – currently have 276 members so we need 23 members in attendance.
 - If you won't be there, please send a proxy to another BoD member who will be there to ensure we have a quorum.
 - Need someone to lead the meeting while Tom Arnot takes notes: Tom Palka usually puts together a slide show of our events running during dinner. Tom Arnot will help with agenda.
 - Jim Impara volunteered to MC the meeting. Will develop agenda with committee report presentations
- i. Refund of room charges for Barry Nehring, July program speaker.
- Our July Member Meeting speaker, Barry Nehring, was promised accommodation by CPC for his visit to talk about Whirling Disease. We had a Gateway Inn Gift Certificate, made a reservation, redeemed the GC at check in and were told there would be no charge for the room. Barry ended being charged \$113.05 and the Gateway now says they do not accept gift certificates all summer.
 - Tom Arnot recommends that we send a check to Barry for \$113.05 to cover the cost of his room.
 - Jim Impara motioned that we send a refund to Barry in the amount of \$113.05. Bill Dvorak seconded the motion and it passed without dissent.
- j. Update CPC banner & sign
- Rick Helmick has obtained a quote from Western Archery to update our chapter banner and sandwich board sign – proofs are available for review. Banner is 72" x 24" – smaller than the old one.
 - Total cost for both is \$111 – a really good price. The business owner's son attended Conservation Camp a few years ago. If we approve, they can be ready in a couple of days so we can display at CTU Open Reception Oct 19.
 - Jim Impara motioned that we spend the money for the new banner and sign. Bill Dvorak seconded the motion and it passed without dissent.
- k. Magnetic Nametags for Board Members & Officers
- Rick Helmick – status? On order, will be ready for CTU Fall Board Meeting

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- i. Special Board Votes conducted by email – Review Bylaws and Policy on when we need to notify membership before an email vote.
 - Bylaws, Article IV:
 - Section 3: "A Special Board Meeting may be decided by either a face-to-face meeting, e-mail, text, or other technological means..."
 - Section 5: "Notice of any Special Board Meeting, including date, time, method or place, and agenda, must be given in writing or by e-mail at least 48 hours in advance. Notification will include the general membership."
 - Presuming any email vote by the BoD is a Special Board Meeting, Bylaws require a notice to the General Membership 48 hours in advance.
 - What we have been doing, at least in 2018, is sending out an email blast to the membership 48 hours in advance of any vote where we are proposing to spend money, but we have not been sending this notification for any vote where we are voting on an endorsement or non-monetary proposal.
 - Is this a reasonable interpretation of the Bylaws or should we take a stricter interpretation by sending a notice to the membership prior to ANY email vote? Consensus was that we should stick to the stricter interpretation of the Bylaws and *always* send out an email blast to members for any special board vote that occurs outside a regular Board meeting.
- m. Documentation of letter of support for Reed Dils nomination as Environmental Representative to the Arkansas Basin Roundtable.
 - Keith Krebs initiated an email vote from the board on Sept 5, 2018 to provide a letter of support for Reed Dils nomination to the Arkansas Basin Roundtable. At least 8 board members voted in favor of providing this letter. (Keith – any more info on remaining 3 votes?) 8 votes in favor exceeds the required 2/3 majority, so the motion passes. Keith provided the letter of support on October 10, 2018.
- n. Documentation of Board vote on Scholarship Committee recommendations (attached)
 - The Scholarship Committee recommendations were presented to the Board for approval. An email blast went out to the general membership on September 6, 2018, over 48 hours in advance of the vote in accordance with Chapter Bylaws.
 - The Scholarship Committee recommendations were to provide two scholarships: \$2,000 to Graham Bachmann, a previous scholarship recipient for the fall semester and \$1,000 to Stacy Wilson, a first-time recipient.
 - Tom Arnot requested a board vote on Sept 9, 2018 to approve the scholarship Committee recommendations. All 11 Board Members responded in favor. The motion passes.
- o. Documentation of Board vote on letter of support for Land and Water Conservation Fund
 - Our Chapter was asked by David Nickum, CTU Executive Director, to add our chapter name to a letter to the Colorado Congressional Delegation asking for their support to reauthorize the Land and Water Conservation Fund (LWCF). The LWCF is a national conservation program that reinvests proceeds from offshore drilling royalties to help enhance public lands and outdoor recreation.
 - Tom Arnot requested an email vote on September 14, 2018. 9 of 11 Board Members responded. All 9 Board members responding supported sending this letter. This met the requirement for a 2/3 majority of all Board members. Tom Arnot followed up and sent a note to David Nickum confirming that our chapter wishes to be added to the letter.
- p. Documentation on Board vote to provide chapter support to *Yes For Protecting Forests, Waters and Working Lands*, an organization supporting Ballot Measure 1A.

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- Keith Krebs requested an email vote on Sept 20, 2018 to request CPC endorsement of Ballot Measure 1A. Measure passed by an 8-3 vote with all 11 Board members responding. This meets the 2/3 majority required in our Policy on Endorsement or Support of Issues.

5. OLD BUSINESS:

a. Policy on Support or Endorsements of Issues

"The Board of Directors (BoD) of the Collegiate Peaks Chapter of Trout Unlimited may choose to take a public stance on ballot issues, requests from advocacy groups, or other community efforts that may affect the mission and vision of CPC. Such support by CPC, whether formal or informal, requires approval by 2/3 of the entire BoD, including officers, not just those present at the meeting."

"In considering such action the BoD will use the following as:

1. Such support must be permitted under Federal and Colorado law.
 2. The issue directly impacts and is consistent with the mission and vision of CPC.
 3. The issue/proposal is non-partisan, not affiliated with a specific political party.
 4. The issue is one of local impact to CPC."
- Of the four recent email votes in September, the LWCF support and support of Ballot Measure 1A clearly need to meet this requirement. Scholarship committee recommendations do not – only a simple majority. Would Reed's letter of support need to meet this requirement?
 - Email blasts – discussed at August 8, 2018 BoD meeting. Not fair to ask one person, Tom Palka, to be the gatekeeper and determine what meets policy. To comply with our Policy, some of the blasts sent out probably need to have a 2/3 majority BoD vote.
 - Consensus is that any issue or endorsement supported by CTU or NTU should be acceptable for us to blast – this may not strictly meet the "local impact" requirement. Perhaps we need to revise the policy to accommodate this. Keith Krebs and Tom Arnot to look at revisions to the policy.

6. REPORTS OF COMMITTEES

a. Membership Report by Tom Arnot/Rae Pedersen – Last 60 days ending 10/1/18

Changes in last 60 days:

- 2 new members
- 1 members transferred in
- 2 members transferred out
- 39 individual/family member renewals
- 0 Business member renewals
- 4 memberships expired (expired members stay on roster for 6 months)
- 4 memberships lapsed (after 6 months of staying on the roster in expired status, members are "lapsed", i.e. taken off active roster)

Total Memberships as of 10/1/18:

- 4 Business memberships (all current)
- 276 total individual/family memberships (includes 22 expired memberships)
- If you know a member that is not receiving CPC email blasts, contact Tom Arnot. Roster and Email list reconciliation is continuous.

b. Volunteer hours report - Karen Dils (not discussed – annual report will have a recap of FY2018 hours).

c. Communications Report by Tom Palka (as emailed)

7. COMMENTS FROM BOARD MEMBERS AND VISITORS

8. ADJOURNMENT

- #### a.
- Jim Impara motioned the meeting be adjourned at 8:30 pm. Bill Dvorak seconded the motion and it passed without dissent.

Proposed Budget CPC TU				
Item	Budget FY18	Balance	FY19 Budget 10/01/18 thru 03/31/19	FY19/20 Budget 04/01/19 thru 03/31/20
CHAPTER OPERATION	\$3,100.00	\$1,560.82	\$1,360.00	\$2,620.00
Admin		\$0.00		
Advertising		\$0.00	\$125.00	
Bank Charges		\$0.00		
Chamber Dues	\$250.00	\$10.00	\$100.00	\$260.00
Equipment		\$0.00		
Office Supplies	\$150.00	\$134.91	\$75.00	\$150.00
Postage Shipping	\$250.00	\$189.11	\$100.00	\$200.00
Printing	\$250.00	\$183.40	\$100.00	\$200.00
Storage Shed	\$800.00	\$262.25	\$400.00	\$800.00
CO Sec of State	\$100.00	\$100.00	\$10.00	\$10.00
Meeting Room *	\$350.00	\$350.00	\$0.00	\$0.00
Meeting Expen*	\$200.00	\$200.00	\$0.00	\$0.00
BOD Meetings Rm&Expenses	\$0.00	\$259.89	\$100.00	\$200.00
Internet	\$650.00	\$462.00	\$300.00	\$600.00
PO Box Fee	\$100.00	\$10.00	\$0.00	\$100.00
Misc		\$60.96	\$50.00	\$100.00
		\$0.00		
EVENTS	\$5,400.00	\$556.72	\$1,200.00	\$6,250.00
Annual Picnic	\$750.00	\$251.43	\$0.00	\$750.00
Big Meeting *	\$900.00		\$0.00	\$0.00
Chapter Trips	\$150.00	\$135.21	\$0.00	\$150.00
Charity Tying	\$300.00	\$187.50	\$0.00	\$500.00
FlyGals	\$600.00	\$334.15	\$0.00	\$300.00
Gear Swap		\$0.00	\$0.00	\$0.00
River Cleanup	\$150.00	\$143.25	\$0.00	\$100.00
Veterans Fishing	\$500.00	\$106.09	\$0.00	\$500.00
SuperFly		\$0.00	\$0.00	\$0.00
Year In Review	\$250.00	\$8.30	\$350.00	\$350.00
Membership Meetings Room&Expenses			\$400.00	\$1,000.00
Fishing Derbies	\$1,500.00	\$462.78	\$0.00	\$2,000.00
Strategic Planning		\$259.25	\$300.00	\$300.00
Misc	\$300.00	\$300.00	\$150.00	\$300.00
		\$0.00		
BANQUET EXPENSE	\$14,500.00	\$3,127.29	\$1,000.00	\$16,000.00

Administrative Assistant	\$1,200.00	\$864.89	\$0.00	\$1,800.00
Advertising	\$750.00	\$143.00	\$0.00	\$900.00
Banquet Committee/ Volunteer Expenses		\$0.00	\$200.00	\$600.00
Catering	\$6,500.00	\$466.75	\$0.00	\$6,500.00
Credit Card Overhead *	\$750.00		\$0.00	\$0.00
Facility Deposit Rental	\$800.00	\$360.00	\$0.00	\$800.00
GiveSmart	\$2,000.00	\$105.00	\$0.00	\$2,000.00
Postage Shipping	\$50.00	\$367.17	\$300.00	\$600.00
Printing	\$650.00	\$650.00	\$275.00	\$650.00
Supplies & Copies	\$1,200.00	\$982.57	\$100.00	\$1,500.00
Trip Swap Expenses		\$11.75	\$25.00	\$50.00
Auctioneer	\$100.00	\$0.00	\$0.00	\$100.00
Raffle Lics.	\$100.00	\$0.00	\$0.00	\$100.00
Misc	\$400.00	\$400.00	\$100.00	\$400.00
		\$0.00		
DONATIONS (TU)	\$4,600.00	\$1,400.00	\$4,000.00	\$4,000.00
Colorado TU (20%)	\$4,100.00	\$900.00	\$3,500.00	\$3,500.00
CTU Gala	\$500.00	\$500.00	\$500.00	\$500.00
		\$0.00		
EDUCATION	\$13,300.00	\$5,950.00	\$4,100.00	\$11,000.00
CTU Camp	\$800.00	\$550.00	\$0.00	\$800.00
Scholarships	\$12,000.00	\$8,000.00	\$4,000.00	\$8,000.00
Stream Explorers	\$500.00	\$1,500.00	\$0.00	\$2,000.00
Misc		\$0.00	\$100.00	\$200.00
PROJECTS	0.00	\$7,500.00	0.00	0.00
So. Arkansas (LTUA)		\$0.00		
Chap. Collab.				
Ark River Preserve				
Education Learning Center				
Dill Lease Access				
		\$0.00		
GIFTS & DONATIONS (other 501c)	\$1,300.00	\$50.00	\$600.00	\$1,100.00
Charity		\$0.00		
Gift		\$250.00		

ARBWF Sponsor	500.00	\$0.00	\$0.00	\$500.00
GARNA Film Sponsor	800.00	\$400.00	\$400.00	\$400.00
FriendsOf Browns Canyon				
Memorials		\$0.00		
Misc		\$0.00	\$200.00	\$200.00
Total	\$42,200.00	\$2,244.83	\$12,260.00	\$40,970.00

* Items deleted from New Budget or combined into New Item description

Shirts will be marketed principally in Colorado, with some national outreach via Facebook and the Denver Fly Fishing Show. Other than the initial marketing effort at the Salida CTU meeting, shirt costs will be approximately \$8.00. Selling price will be \$20 and if shipping is necessary an addition \$5.00 will be added for shipping and handling (1st class mailing cost is \$3.75/shirt)

Display and sell at CTU meeting Oct 19 – cost \$24 shirts @ 11.75/shirt = \$282 sell at \$20. Pls \$7.25 color copying for order form (30 @ \$0.25)

Mailing to all CTU chapters, order forms that can be copied locally: 50 chapters @ \$.50 = \$25, plus 50 color copies at \$0.25 = \$10.25

Barbara will negotiate with one of the vendors at the Denver Fly Fishing Show (January 4, 5, and 6) to share their display to sell shirts. At this show there is a set aside group of displays promoting women and fly fishing. Barbara knows several of these vendors and believes she can arrange for us to share a booth. Costs will be for two women chapter members (who are FlyGals) to attend to help with the selling – mileage to Denver and two nights at a hotel. Approximate costs \$400.

Put an ad on Facebook and boost the ad. This will provide some national exposure. Costs ?

Based on reactions to the shirts at the CTU event on 10/19 we will order either 500 or 1,000 shirts at a cost to the chapter of about \$8.00/shirt.

Marketing costs: \$727 + Facebook costs.

If 500 shirts are ordered and sold and each shirt is individually mailed:

Costs:

Marketing: \$727 + \$43 (estimated Facebook costs)

Shirts: 500 x \$8.25 = \$4,125

Envelopes: \$12.00

Postage: \$3.75 x 500 = \$1,875

Total: \$6,782

Income: 500 x \$25 = \$12,500

If 1,000 shirts are ordered and sold:

Marketing \$727 + \$43 (estimated Facebook costs)

Shirts: 1,000 @ \$7.75 = \$7,750

Envelopes \$24.00

Postage 3.75 x 1,000 = \$3,750

Total: \$12,294

Income: 1,000 x \$25 = \$25,000