

Kamloops Hiking Club

Minutes of the Board of Directors Meeting – Oct. 15, 2017

In Attendance:

Doug Smith, Dianne Smith, Michelle Dressler, Gerry Hoye, Katherine Roberts, Frith Powell

Regrets:

Jeremy Markel, Raegan Markel

Absent:

Anthony Stahn

Also in Attendance as Invited Hike Leader reps (non-voting):

John Moslin, Carole Pugle Moslin

1. Doug went through the welcome, agenda, review, minutes, and other preliminaries with motions to approve, all unanimously approved.
2. Financial Report – Dianne provided the September financial via email to Directors. No transactions. The budget was reviewed and each line item was reviewed and discussed. The final 2017 budget and financial report with revenues and expenditures will be provided, as required for the AGM. Any Director who has need of information can contact Dianne directly. KHC is in good shape financially. Dianne has done a budget reconciliation with regard to Membership and Insurance fees to FMCBC that is available to Directors on request.
3. A lengthy discussion followed around the topic of keeping the group together on hikes. After much discussion, the following was agreed to:
 - Newsletters will continue to encourage best practices for members on hikes.
 - Hike Leaders will be encouraged to provide more clear communications of expectations in event listings, at the meet-up spot, at the start of the hike, and during the hike with regard to the need to stay together.
 - Hike leaders will be asked to report incidents of non-compliance to the President.
 - The Board will provide a newsletter of best practices to Hike Leaders in support of this goal.
4. The appropriate use of the Spot devices took some time. It was agreed that some guidance with their use was required and that a workshop might be offered. Follow-up - Doug to create a document for the website. Katherine to consider a workshop date in 2018.

5. A revised statement on our Dogs policy was approved by a unanimous vote. We will continue with our current practice, but we also require every dog to have a collar. The owner must carry a leash. Owners must be prepared to drive their own vehicles if a dog is to be transported. Doug to edit the current policy and members will be advised through newsletters.

6. The Board discussed the issues of ensuring that members understand the risks and challenges for any given hike, paddle or snowshoe resulted in discussion about expectations for both hike leaders and for members, as follows:

- leaders are required to list any risks, dangers, or challenges (as best they can) on the hike listing

- members will be consistently reminded to read the whole listing before registering for an event

- leaders are encouraged to use the Scramble Classes listed on the website for consistency of terminology

- a new field will be added into the Event Listing template to include Risks/Challenges

7. New Members – Gerry offered a quick analysis of the participation level of new members and about half of the new members did not participate at all. Doug agreed to do a more detailed analysis of membership participation rates through the website's databases. The question arose whether some people just join for the supporter discounts. Although we could not confirm this, we agreed to take some steps for 2018 to limit this problem. The related concern is that we have had a number of enquiries about joining after we were full and that the inactive members were taking spots that someone else could use actively. The discussion led to a motion later in the meeting with regard to New Member registration.

8. Michelle and Katherine reported on the two Fall Socials scheduled. Details are on the website.

9. Winter Meeting – the next meeting will be scheduled for mid-February.

10. Registration Dates were approved by the Board as follows:

- Membership renewals start Dec. 1

- New Member registration will start Dec. 15

- Registration will stay open until June 15, 2018 at which time it will be closed for 2018

11. A lengthy and difficult discussion led to a series of motions with regard to membership, registration, payment steps, website integration, waivers, goals, membership cap, hike leader capacity, participation rates, volunteer workloads, and related issues. Not all items were unanimously approved and some required additional research. A summary is provided here:

- Payments – No cheques for membership for the upcoming year. Paypal and Etransfer only. This will save a lot of volunteer time and expense in going to post office boxes, banks, and follow-up. We only had 12 cheques last year and those 12 can do an electronic transfer or ask someone to

help them. This will also save on costs for a mailbox and on costs for going back and forth to the post office box and bank.

- A new management plugin will be used for member accounts - Simple Membership. Doug, Frith, and Anthony are currently testing it and it looks promising.

- A new online waiver system will be used and Anthony has done all the preliminary work. We will be using the FMCBC system.

- Registration pages will be redesigned to meet the new changes.

- Rather than a membership cap for 2018, we will specify an end of registration date. The Board can intervene for an earlier date if there are not enough event spaces. The Board can also change the end date, if needed.

- Some clubs have a requirement to actually do a hike before completing the membership process. KOC, for example, required 3 hikes. The Board agreed (not unanimous) to add the requirement for one completed hike with the Club as part of the Membership process, but it had to be integrated with Wordpress (website setup/steps), Events Manager (bookings for events), and the needs of the volunteers who run the Club's program. A motion was first passed then a second motion was put forward to first look at the actual workings of how this would work which was passed unanimously. The policy will take effect if it was deemed to be a straightforward process.

- Note – the next day Doug installed the necessary plugins to a test site for the people who would do the work to test. He also found how we would get the needed data for the process. It all looks promising for the change in policy to proceed.

12. The new membership registration policy will be as follows:

12a. Two levels of membership will be offered in 2018.

12b. A Basic Membership requires a processed membership fee, completed registration including email confirmation, and a completed electronic waiver. Once the 3 items are completed, the Registrar will provide the new member with a website login and password. The new member can register for day events, can make comments, can see most items on the website, but has some restrictions until he/she has actually registered for and has completed a Club hiking or snowshoeing event.

12c. Once the member has completed an event, the relevant user account will be revised to a Full Membership status at some reasonable frequency of member updates. All renewing members who have already completed an event in 2017 will automatically be made into Full members.

12d. Full Members have additional benefits. Their names are added to the list of Full members which is then provided to our retail supporters (member discounts). They can register for backpacks and camps, they have access to additional information on the website, and can receive

special newsletters. Full members also become members of FMCBC and we purchase insurance according to their membership status. They can also bring dogs or Guests on events where the listing provides for that opportunity.

12d. If the policy works for the Club in 2018, the Board may consider the requirement for more than one event (2 or 3).

13. the meeting was adjourned after 2.5 hours of discussion.

Minutes completed by D. Smith