All Present: Sue Ahlberg, Abbie Gentry, Jim Guerra, Linda Jagger, Susan Quechenberger, Rich Schiebel

The meeting started promptly at 12:30pm on 1/3/22. The following agenda items were discussed:

1. Define Board positions and term length. Assign positions.
The term for each board position is three years. All positions are currently open as of Jan 1, 2022. The board decided to stagger the term expiration dates, so Susan and Abbie will renew positions with a term date of two years. The board positions are as follows:

<table>
<thead>
<tr>
<th>Board Position</th>
<th>Held By</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Susan Quechenberger</td>
<td>01/01/2024</td>
</tr>
<tr>
<td>Secretary</td>
<td>Linda Jagger</td>
<td>01/01/2025</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Rich Schiebel</td>
<td>01/01/2025</td>
</tr>
<tr>
<td>Leader Manager</td>
<td>Sue Ahlberg</td>
<td>01/01/2025</td>
</tr>
<tr>
<td>Newsletter Editor</td>
<td>Abbie Gentry</td>
<td>01/01/2024</td>
</tr>
<tr>
<td>Social Coordinator</td>
<td>Pending further discussion</td>
<td>01/01/2025</td>
</tr>
<tr>
<td>Trip Coordinator</td>
<td>Will not fill: Tasks were redistributed to the Chair and Leader Manager roles</td>
<td>N/A</td>
</tr>
<tr>
<td>Communications Manager</td>
<td>Will not Fill: Tasks were redistributed to the Chair and Social Coordinator roles</td>
<td>N/A</td>
</tr>
<tr>
<td>Denver Council Liaison</td>
<td>Jim Guerra</td>
<td>11/01/2024</td>
</tr>
</tbody>
</table>

It was suggested that the person taking the Social Coordinator position could reach out to Bobcats members for support in organizing future Bobcats social activities.

We noted there had been an annual Leader meeting in January and an annual Board meeting in June of any given year prior to 2020 when Covid "stopped meetings from happening". There was no annual board meeting in 2021. The annual leader meeting for 2021 was held in September. It was noted that according to the bylaws of the Bobcats Section, an Annual Board meeting needs to happen at least 30 days prior to the end of fiscal year, which is September 30. We acknowledged that it is important to have a leader meeting in the near future but are not sure
if leaders would attend due to concerns re Covid. We will revisit the topic of scheduling both of these annual meetings at a later date.

2. **Review/update use and monitoring of Bobcats email addresses**
Susan Q will provide Sue A with the email addresses of all current leaders. Sue A can reach out to the CMC (State/Denver) to see if they maintain this data and verify/update the current list as needed.

Abbie and Rich will investigate options for board members to have shared access to an email account.

The trip coordinator email address will be retired. A new Bobcats email account will be created for use by the Leader Manager.

3. **Review/approve mission statement and additional text to be included in all trip postings**
The board approved the following mission statement:
"The Bobcats' mission is to ensure a variety of challenging CMC trips, mostly on weekdays, all year long, for our mostly age 50+ constituents. All CMC members are invited to sign up for any Bobcats trips."

The board agreed that the Bobcats summary content currently displayed on the Bobcats Section page of the CMC Denver website, included in all trip postings, and included in our newsletter will remain unchanged. This content is providing useful information to members.

It was noted that the bylaws should also be reviewed and possibly updated for the Board Position sections. All proposed changes to the bylaws will need to be distributed to the board members for review at least 10 days before the next board meeting.

4. **Evaluate recent changes to trip activation and the associated process**
It was decided that Abbie will activate the trips for the following month when the Newsletter is published on the 15th.

5. **Review newsletter content/frequency. Identify any action items**
It was decided that Abbie will publish the newsletter on the 15th day of each month going forward. It was important to have a set date that we commit to. All trips for the upcoming month would need to be posted on the CMC website by the 10th day of the prior month, but **not activated**. If a leader misses the newsletter deadline on the 10th of the month, the leader would post the trip for the upcoming month "as usual" but would also need to activate the trip.
Additional articles or other information for the monthly newsletter are to be submitted to Abbie by the 8th day of the month, that is one week prior to the newsletter publication.

The board voted to continue newsletter publications once a month.

Sue A. will communicate these procedural changes to the trip leaders prior to the newsletter announcement of said changes.

6. Discuss recruiting process for new leaders
The board members should all keep their eyes open for potential candidates. We individually should never commit to anyone that they can become a Bobcat leader. Initially, a board member will contact potential prospects regarding their interest in becoming a Bobcat trip leader. If the individual is amenable, the board member will present the candidates to the board for review and approval/rejection.

7. Outreach to current leaders regarding lack of trip postings, desire to continue leading
Sue Ahlbeg, the new Leader Manager, will be providing this outreach.

8. Address trip issues
The board discussed roster churn, leaders pre-filling the trip rosters, and reports from the CMC office and Denver Council regarding the negative reputation of the Bobcats section. The board attributed much of this to Covid, and no current action is planned to address these issues.

9. Division of responsibility between CMC/Bobcats board to verify leaders are up to date with classes/certifications
We feel it is the Denver or State CMC's responsibility to verify qualifications of leaders and notify leaders of their status.

10. Discuss plan for the Bobcats section to create a social media presence
At this point in time, due to the lack of resources, the Board will not maintain or support a Facebook or other social media presence. Abbie is going to investigate the fees and controls Facebook requires for moderating a group Facebook page.

11. Determine if a Meetup Group linked to Bobcats trips is a potential liability - issue with dual methods of trip signups, participant waivers (Jim Guerra to report on feedback from the Denver Council)
For "Meet up" groups, service fees are required every 6 months and we do not have monies to support that. In addition to fees, Meetup groups also pose a possible liability issue because of the
alternative "trip signup" mechanism. The Board decided that a Meetup group integrated with the Bobcats section would not be appropriate.

12. Discuss how the Bobcats section funds are to be managed
Susan provided information that she had been given from Suzy Allexan (the past Treasurer) and requested the following actions be taken: Investigate where the Bobcats monies are being kept, confirm if the CMC Denver group has an account for us, reach out to Rich McAdams to determine if there are remaining monies from the Backcountry Incident Management class that should be deposited somewhere, and find out what the $20 deposit from the CMC represents. Rich will take the ball on all fronts.

Additional discussion items:
Jim Guerra, our liaison to the Denver Council, informed us that all safety issues should be referred to the State CMC as there is no longer a Denver S&L committee.

Susan Q informed the Board of the following CMC contacts:
● Sue Holden - Bobcats web page posting
● Claire Joseph - Leaders up to date with classes/certs
● Mary Bradley - CMC Office support (member counts, member email addresses)

Action Items:

1. Rich and Abbie: Investigate issues with shared access to the current Bobcats emails. Upon resolution, establish a new leader manager email
2. Susan Q: Provide Wilma with contact information for the Bobcats Chair and Treasurer
3. Rich: Investigate where the Bobcats monies are being kept, confirm if the CMC Denver group has an account for us, reach out to Rich McAdams to determine if there are remaining monies from the Backcountry Incident Management class that should be deposited somewhere, and find out what the $20 deposit from the CMC represents
4. Susan Q Provide Rich with all hardcopy documents related to the treasury (from Suzy Allexan)
5. Susan Q: Provide Sue Ahlberg with the emails of all current leaders
6. Sue A: Reach out to the CMC office (Mary Bradley) to see if they maintain, or can provide upon request, a list of Bobcats leader emails
7. Sue A: Initial outreach to all Bobcats trip leaders regarding her role as leader manager, the upcoming changes regarding trip activation and the newsletter publication date. If possible, communicate prior to the next newsletter publication
8. Abbie Gentry: Publish the board's decisions on trip activation and the new newsletter publication date in the upcoming January newsletter
9. Susan Q: Create a draft of the bylaws to reflect the changes discussed by the board at the 1/3/2022 meeting
10. All board members: Keep an eye out for potential new Bobcats leaders and present to the board for consideration

The Meeting was adjourned about 4:00 pm.

Respectfully submitted,
Linda Jagger, Secretary
Susan Quechenberger, Co-Secretary