

Trails For All (TfA) Board Meeting Minutes February 13, 2024 Board Approved: March 12, 2024

a) Board Members Present

Paul Parsons (PP) Herb Kober (HK) Chuck Ziehr (CZ)
Shelly Larson (SL) Andrew Todd (AT) Karen Foley (KF) John VanDoren (JVD)
John Anderson (JA) Janet Smith (JS)

b) Board Members Absent

None

b) Others Present

Jeff Outhier (JO) Angie Kober (AK)

Consent Agenda: There are no corrections or additions to the Minutes and Treasurer's Report for January 2024. CZ made a motion to approve the consent agenda, SL seconded. The consent agenda is approved.

Reports:

- 1. SEEK.** SS met with Tom and Taurin Dimler on February 12, 2024 to discuss plans for the 2024 SEEK program. Concerns were raised by ATR about the requirement for primary liability coverage noted in the TfA Grant Management Agreement document. The deadline for ATR to apply for this year's Grant is midnight, February 15th. SS told them she would discuss the liability insurance at the February 13th Board Meeting.
 - It is unknown whether ATR has liability insurance, and whether any policy they have covers activities in the SEEK program.
 - The Board agreed that we cannot take the risk of ATR having a problem and not have their own liability insurance policy, it could be detrimental to TfA.
 - HK asked if TfA could assist ATR with funds to pay for a liability policy? JVD commented that liability insurance for activities involving minors can be extremely expensive. JS inquired if we would offer assistance just for this year, or indefinitely?
 - SL agreed to meet with ATR as soon as possible and invite them to schedule a further discussion with regards to the Agreement.
- 2. Review of 2024 Budget**
 - HK presented the 2024 budget he prepared for TfA. He noted the Grant money line items includes \$3133 rollover for the SEEK Grant, plus \$6500 from the Athletic Brewing Grant.
 - It was noted an offsetting expense line item for \$6500 for trail sign replacement needs to be added to the budget.
 - CZ moved to approve the Budget, JS seconded. The Budget was approved.

3. Rainbow Trail Signage.

- AT advised that the lead time from the GSA-approved supplier has a two month lead-time for creating the signs. In order to have the signs in time for our trail work season, we need to place the order now. He presented a slide show of his top twelve recommended trail signs.
- JO recommended that we use U-joint metal posts instead of wood. He has the posts and can find us bolts to use on them.
- JO discussed leaving the mileage off of the signs for the higher trails; the group felt it was important to leave mileage on the signs along the Rainbow Trail for hiker awareness and safety.
- Recommended trail signs to replace/add posts (in no particular order):
 - Lower Horn Creek Junction
 - Upper Horn Creek Junction
 - CR160 Junction
 - Venable Trail Junction
 - North Colony Trail Junction
 - Macey Trail Junction
 - Grape Creek Trailhead
 - Horn Peak Trailhead
 - Dry Lakes Trailhead
 - Venable Trailhead
 - Comanche Trailhead
 - South Colony Trail Junction
- AT also noted that the bridge over Macey Creek needs to be repaired. JO indicated he will take care of bridge repairs.
- It was moved and seconded and approved that Andrew proceed with ordering the above signs.

4. Spreadsheet Work.

KF passed out copies of the Task spreadsheet she put together based on feedback following the January meeting. She asked that everyone review the sheet and advise of any corrections or additions. She also asked everyone to fill in the “assigned to” column, noting some duties are shared.

- KF will decide upon a location for saving this document in the drive for members to access.
- She will also add a “for consideration” tab to the document to capture ideas.

5. Spirit Campaign

- SL will represent TfA at the WMVCF check distribution meeting on Thursday, February 15, 2024.
- SL will divide up the donor list so Board Members can send thank you notes to the donors.

6. Departing Board Members

PP, HK and CZ shared their thoughts about their tenures on the TfA Board and welcomed the new (and returning) Board Members.

- KF will keep the TfA gmail accounts active for PP and HK until June and then check to see if they want them turned off.
- CZ would like to keep his TfA gmail account active in order to continue coordinating the trail crews for the

2024 season.

7. TFA Bank Account at Kirkpatrick Bank

- Karen, Andrew and Shelly will need to be set up as signors on the TFA account. HK will coordinate this with the bank; a copy of the December 2023 Minutes where the Board members are named will be required.

8. Hiking Guide, Version 1 Copies.

- Herb announced that Ravens Lodging has purchased the remaining 14 copies of the old version of the hiking guides.

Next Meeting: The next board meeting will be Tuesday, March 12, 2024 at 5:30 pm MT.

Adjournment: PP adjourned the meeting at 6:53 pm.

Minutes prepared by:  Sally Strom, Secretary, Trails for All Board of Directors

Dear Board,

Income in February consisted of sales of the 2nd edition of the Hiking Guide and donations from the 2023 Spirit Campaign. There were no expenses in February.

Account Summary

Date	Description	Amount
02/01/2024	Beginning Balance	\$21,190.95
	3 Credit(s) This Period	\$7,189.90
	0 Debit(s) This Period	\$0.00
02/29/2024	Ending Balance	\$28,380.85

Activities Details:

Spirit Campaign - Fifty-five people donated to Trails for All during the 2023 Spirit Campaign, including about 15 new donors, which amounted to \$6,095 in individual contributions and \$843.20 in matching funds.

Hiking Guide – Several copies of the 2nd edition of the Hiking Guide were sold in February, including a few online sales and two direct sales (Herb and a friend each bought a copy).

Attached for your review are the following documents;

- TFA 2024 Budget Summary
- TFA February 2024 Balance Sheet - TFA February 2024 P/L Statement
- TFA February 2024 Bank Statement

Please let me know if you have any questions or comments.

Best wishes,

Karen Foley

Treasurer, Trails For All

2024 Budget Status – The 2024 Budget has been approved (with the condition of adding the TFFT grant as an expense) and the dollar amounts shown for 2024 actual are accurate relative to our bank and books.

	Not Yet Overdue	Number of Days Overdue				Total Unpaid
		30 or Less	31 to 60	61 to 90	91 or More	
All the Range	\$3,171.15 4 invoices					\$3,171.15 0.00 overdue
Total Unpaid	\$3,171.15 4 invoices	\$0.00 0 invoice	\$0.00 0 invoice	\$0.00 0 invoice	\$0.00 0 invoice	\$3,171.15 0.00 overdue

Account Description	2023 Actual	2024 Budget	2024 Actual
Direct Public Support - Individual Contributions	270	300	
Direct Public Support - Corporate Contributions	137	100	
Direct Public Support - Spirit Campaign	6,683	6,500	6,938
Direct Public Support - Event Generated			
Product Sales	4,244	4,500	1,058
Grants	9,300	12,433	
Total Income	20,634	23,833	7,996
Bank Service Charge			
Insurance	(1,872)	(2,000)	
Event/Outreach	(771)	(500)	
Grant Support/Matching		(500)	
Equipment	(235)	(200)	
Operating Supplies		(100)	
Training/Tuition/Event Registration		(300)	
Travel Expenses		(250)	
SEEK Support	(3,748)	(6,133)	
Two For The Trails Grant		(6,300)	
Trail development expense		(1,500)	
Web Registration			
Web Hosting/Development/Maintenance	(1,200)	(1,200)	
Mailchimp		(180)	
State/Federal Fees	(300)	(300)	
PO Box Rental/Postage	(106)	(110)	(32)
Graphic Design Services	(3,000)	(300)	
Printing/Shirts/Collateral	(7,580)	(1,500)	
Advertising	(300)	(300)	
Total Expenses	(19,112)	(21,673)	(32)
Net Cash	1,522	2,160	7,964
	Actual net	Projected net	Actual net
	YTD 2023	EOY 2024	YTD 2024

Unpaid Invoices (as of 02/29/24)

Balance Sheet

Trails For All

As of Feb 29, 2024

ACCOUNTS	Feb 29, 2024
Assets	
Total Cash and Bank	\$28,380.85
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
Total Assets	\$28,380.85
Liabilities	
Total Current Liabilities	\$0.00
Total Long-term Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Total Other Equity	\$0.00
Total Retained Earnings	\$28,380.85
Total Equity	\$28,380.85

Profit and Loss

Trails For All

Date Range: Feb 01, 2024 to Feb 29, 2024



ACCOUNTS	Feb 01, 2024 to Feb 29, 2024
Income	
Direct Public Support – Corporate Contributions	\$843.20
Direct Public Support – Individual Contributions	\$6,095.00
Sales	\$251.70
Total Income	\$7,189.90
Total Cost of Goods Sold	
	\$0.00
Gross Profit	
As a percentage of Total Income	100.00%
Total Operating Expenses	\$0.00
Net Profit	
As a percentage of Total Income	100.00%



Bank Statement – February 2024



PO Box 2850
Edmond, OK 73083

RETURN SERVICE REQUESTED

TRAILS FOR ALL
PO BOX 1063
WESTCLIFFE CO 81252-1063

Statement Ending 02/29/2024

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Managing Your Accounts

	Address	8 Bassick Place Westcliffe, CO 81252
	Branch Number	719-783-2030
	Customer Service	405-341-8222 or 1-866-262-2657
	Online	kirkpatrickbank.com
	Telephone Banking	405-341-3330 or 1-866-652-2657

Summary of Accounts

Account Type	Account Number	Ending Balance
SIMPLY FREE BUSINESS CHECKING	XXXXXXXXX2900	\$28,380.85

SIMPLY FREE BUSINESS CHECKING-XXXXXXXXX2900

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*PLEASE EXAMINE STATEMENT AT ONCE. IF NO ERROR IS REPORTED WITHIN 30 DAYS, THE ACCOUNT WILL BE CONSIDERED CORRECT.
*IN CASE OF ERRORS OR QUESTIONS CONCERNING ELECTRONIC TRANSACTIONS, PLEASE TELEPHONE OR WRITE US AT THE ABOVE ADDRESS.

Electronic Credits

Date	Description	Amount
02/08/2024	PAYMENTS FLIPCAUSE INC NTE* FLIPCAUSE TRANSFER\	\$191.70

Other Credits

Date	Description	Amount
02/13/2024	MOBILE DEPOSIT	\$60.00
02/20/2024	MOBILE DEPOSIT	\$6,938.20

Daily Balances

Date	Amount	Date	Amount	Date	Amount
02/08/2024	\$21,382.65	02/13/2024	\$21,442.65	02/20/2024	\$28,380.85