

Trails For All (TfA) Board Meeting Minutes
March 12, 2024
Board Approved: April 9, 2024

The meeting was called to order by SL at 5:30 PM.

a) Board Members Present

Shelly Larson (SL) Andrew Todd (AT) Janet Smith (JS) Karen Foley (KF)
Sally Strom (SS) John Anderson (JA)

b) Board Members Absent

John VanDoren (JVD)

c) Others Present

Herb Kober (HK) Chuck Ziehr (CZ) Rob Bidner (RB) Suzanne Beck (SB)
Jeff Outhier (JO) David Kill (DK)

Consent Agenda: There were no corrections or additions to the Minutes and Treasurer’s Report for February 13, 2024. JS made a motion to approve the consent agenda, SS seconded. The consent agenda was approved.

Reports:

1. Treasurer Update.

- KF, AT and SL will need to complete paperwork with Kirkpatrick to have their names added as signors on the Trails for All checking account. HK will need to be removed. KF will also need to have a Debit Card for the TfA account; HK will no longer use his card. KF will contact Kirkpatrick bank to initiate the process.

2. Spirit Campaign 2023. SL noted the Thank You cards have been sent, and the check deposited.

3. Trails for All Notecards.

- SL showed the group a design for a TfA notecard that can be used for correspondence, including thank you notes for future Spirit Campaigns. The back of the card is printed with TfA’s mission. The words “grass roots” were noted as two words to match our Website. JS recommended we use “grassroots” as one word; AT will update the Website to also show “grassroots”.

A motion was made by KF to approve the design with the verbiage correction, SS seconded. The artwork is approved. SL will have some cards printed and KF will store them at her office.

4. Regional Partnership.

- Initial discussions suggested a partnership with Huerfano County; they were recently funded on their own so Custer County is one of the last mountain counties in Colorado that isn’t part of this program.
- AT is attending a CPW conference in mid-April to discuss Regional Partnerships and what they need. Afterwards, he and SL will work to create a one-page document that can be shared with other groups.
- SL asked the members to think about which other organizations in Custer County should be included in an RP discussion. JA noted it’s important to start with like-minded groups to build consensus before expanding to other groups in the County.

- KF said she has a friend who is part of the San Luis Valley RP, and will reach out to them for ideas.
- The Rainbow Trail could provide common ground for Custer as parts of it are in Chaffe, Fremont and Huerfano counties.
- SL requested that members research the RP program on line and come to the April meeting with suggestions. <https://cpw.state.co.us/aboutus/Pages/Regional-Partnerships-Initiative.aspx>

5. **Rainbow Trail Signage.**

- AT sent a PDF document to the Board to review the signs we need to address in the first wave. Those with a red halo are top priority.
- AT suggested that we follow Jeff Outhier’s suggestion and consolidate signs to place just one directly at the trailhead rather than one on each side (from each direction). The group agreed with this.
- The group discussed wood versus metal signs and posts. The consensus is that wood is preferred, however AT will let the group know the difference in cost prior to placing an order.
- SL asked the members to review the PDF in the shared drive and give AT feedback as soon as possible. SL will check the sign mileage against the distance noted in our most recent hiking guide. Let AT know if any of the arrows are confusing.
- The group discussed a logo or badge that could be placed on the sign posts along the Rainbow Trail. JO vetoed the idea, but said we could design a sticker that notes “Trail maintained by Trails for All” on trailheads we work on.
- DK said he would research the USFS archives to see if there is an existing Rainbow Trail logo.

6. **OnX Recreation Access Stewardship Grant.** SL noted this Grant is offering up to \$20,000 which may help us complete signage not covered by the funds from the Athletic Brewing grant. The group agreed we should apply and SL volunteered to follow up.

7. **CTO Management Grant.** SL advised that the grant has been awarded to Tourism. They will use the funds to refurbish the kiosks at the following trailheads: Gibson, Comanche/Venable, Horn, Grape Creek (Music Pass campground), and South Colony.

8. **Spreadsheet Work.** KF noted that nearly all members have filled out the document.

- **HK transitions:**
 - Hiking Guide orders: HK said he will continue to receive, pack and ship online orders for the hiking guide for the time being. He will keep some at his house, and bring the rest of the guides to KF to store at the office. JS offered to take over managing the online orders in the future.
 - HK needs to transition emails to other Board members (e.g., MailChimp) SL volunteered to write the content and KF will push out the information.
- JA suggested we add a “Strategic” tab to the spreadsheet.
- JVD had recommended TfA create a Master Plan


9. **SEEK Update and Memo of Understanding.**

- The Board reviewed HK’s draft of the MOU and made the following changes:
 - Add 2024 to indicate the MOU covers only this year
 - Change the first item in the section for All the Range to read “Plan and Implement the program as they see fit.”
 - Modify the last line of the document.
- The Board agreed that if ATR does not accept the MOU, then the funds currently held by TfA will be returned to the Children’s Fund.

- JA put forth a motion for SL to adjust the MOU and present this revised version to ATR. It was seconded by KF and the motion passed.
- 10. Hiking Guide Presentation.** HK and SL will present the 2nd Edition of the Hiking Guide in the Community Room at the Library on April 23rd. SL will give a press release to the Tribune and CZ will put a note on our FaceBook page at the end of this month.
- 11. VenMo or PayPal.** It was suggested that we research VenMo and PayPal as a means to collect funds from direct sales of the Hiking Guides. KF will research this and get back to the Board.
- 12. Trail Maintenance 2024.**
- JO has suggested the following trails for the 2024 maintenance season: Comanche, Venable, Cottonwood and Lion Canyon.
 - Additional trails might be the North Taylor re-route, and Goodwin.
 - CZ pointed out that the number of trails TfA can maintain is driven by the number of crew leaders who sign up. KF, RB, and SL volunteered to serve as crew leaders this season. CZ is available to answer questions from prospective crew leaders.
 - NFS Wildlife Biologist Mitch Emmer needs some assistance with wildlife tanks this Summer. The group would like to help and requested more information. SL will follow up.
 - SL suggested that TfA sign up for Care for Colorado and Leave No Trace. She recommended a Community Outreach at South Colony this summer where TfA members can present LNT to the public. KF put forth a motion to approve this, JA seconded, and the motion passed.
 - CZ will email our past volunteers to gauge interest in trail work for the 2024 season. He will present his findings to the Board at the May meeting so we can finalize the schedule. In May, CZ will provide a press release to the Tribune.
- 13. Website**
- CZ will be added back to the Website as Trail Coordinator as soon as AT can figure out where to place him.
 - CZ has placed all of the 2023 minutes in the shared drive and these are ready to be uploaded to the Website.
- 14. Merchandise.** SL showed the group several mock-ups of TfA merchandise, including hats, hoodies and t-shirt hoodies. She will send these to the group for feedback.
- We will also research additional locations for selling the TfA merchandise. Salida, Poncha Springs and Canon City were mentioned as possible places.
- 15. Cross-cut Saw Training.** JO and RB are registered for the training in June, SL is on the wait list.

Next Meeting: The next board meeting will be Tuesday, April 9, 2024 at 5:30 pm MT.

Adjournment: SL adjourned the meeting at 7:09 pm.

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

Dear Board,

Income in March consisted of grant funding from the HMHF Children’s Health Fund for the SEEK Program and sales of the first edition hiking guides to Raven Lodge. Expenses in March consisted of shipping costs for online orders of the second edition of the hiking guide.

Account Summary

Date	Description	Amount
03/01/2024	Beginning Balance	\$28,380.85
	2 Credit(s) This Period	\$4,168.00
	4 Debit(s) This Period	\$21.39
03/29/2024	Ending Balance	\$32,527.46

Activities Details:

SEEK Program - The HMHF Children’s Health Fund awarded Trails for All \$4,000 for the SEEK Program for 2024.

Hiking Guide - Four second edition hiking guides were shipped to customers that made online orders. The remainder of the first edition guides have been sold to Raven Lodge. Several online orders for second edition hiking guides have come in, but there seems to be an error in Flipcause (where order payments are processed) transferring those funds to our bank account, which is why we do not have any income shown yet for those orders. Herb has offered to reach out to Flipcause to get this resolved.

Attached for your review are the following documents;

- TFA 2024 Budget Summary
- TFA March 2024 Balance Sheet - TFA March 2024 P/L Statement
- TFA March 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 biggest change from last month is the update to income from grants. This number reflects the rolled over balance from the Two For The Trails grant deposited in December 2023, the rolled over balance for the SEEK Program from 2023, and the new grant funding for the SEEK Program for 2024. The dollar amounts shown for 2024 actual are accurate relative to our bank and books.

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	1,226
Grants	9,300	12,433	13,433
Total Income	20,634	23,833	21,597
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)	(53)
Graphic Design Services	(3,000)	(300)	
Printing/Shirts/Collateral	(7,580)	(1,500)	
Advertising	(300)	(300)	
Total Expenses	(19,112)	(21,673)	(53)
Net Cash	1,522	2,160	21,544
	Actual net	Projected net	Actual net
	YTD 2023	EOY 2024	YTD 2024

Unpaid Invoices (as of 03/31/24)

	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

Balance Sheet

Trails For All

As of Mar 31, 2024

ACCOUNTS	Mar 31, 2024
Assets	
Total Cash and Bank	\$32,527.46
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
Total Assets	\$32,527.46
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	\$32,527.46
Total Equity	\$32,527.46

Profit and Loss

Trails For All

Date Range: Mar 01, 2024 to Mar 31, 2024

ACCOUNTS	Mar 01, 2024 to Mar 31, 2024
Income	
Indirect Public Support	\$4,000.00
Sales	\$168.00
Total Income	\$4,168.00
Total Cost of Goods Sold	
	\$0.00
Gross Profit	\$4,168.00
As a percentage of Total Income	100.00%
Operating Expenses	
Postage & Delivery	\$21.39
Total Operating Expenses	\$21.39
Net Profit	\$4,146.61
As a percentage of Total Income	99.49%



Bank Statement – March 2024



PO Box 2850
Edmond, OK 73083

RETURN SERVICE REQUESTED

TRAILS FOR ALL
PO BOX 1063
WESTCLIFFE CO 81252-1063

Statement Ending 03/29/2024

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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	XXXXXXXX2900	\$32,527.46

SIMPLY FREE BUSINESS CHECKING-XXXXXXXX2900

Account Summary

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03/01/2024	Beginning Balance	\$28,380.85
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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.

Other Credits

Date	Description	Amount
03/12/2024	MOBILE DEPOSIT	\$168.00
03/18/2024	MOBILE DEPOSIT	\$4,000.00

Electronic Debits

Date	Description	Amount
03/01/2024	XX9278 PURCHASE PIRATE SHIP POS 8444455854 WY 78569178 537940	\$4.87
03/01/2024	XX9278 PURCHASE PIRATE SHIP POS 8444455854 WY 78023291 727236	\$6.78
03/04/2024	XX9278 PURCHASE PIRATE SHIP POS 8444455854 WY 04721651 892162	\$4.87
03/28/2024	XX9278 PURCHASE PIRATE SHIP POS 8444455854 WY 78607287 683434	\$4.87

Daily Balances

Date	Amount	Date	Amount	Date	Amount
03/01/2024	\$28,369.20	03/12/2024	\$28,532.33	03/28/2024	\$32,527.46
03/04/2024	\$28,364.33	03/18/2024	\$32,532.33		