

Trails For All (TfA) Board Meeting Minutes
December 12, 2023, 5:30 pm
Approved: January 9, 2024

a) Board Members Present

Paul Parsons (PP) Sally Strom (SS) Andrew Todd (AT)
Chuck Ziehr (CZ) Herb Kober (HK)

b) Board Members Absent

Karen Foley (KF)

c) Others Present

Rob Bidner (RB) Janet Smith (JS) David Kill (USFS) John Anderson (JA)
John van Doren (JVD) Shelly Larson (SL)

Consent Agenda

1. Minutes from the November 14th meeting
 2. Treasurer's Report for the month of November
- HK moved approval of the consent agenda; CZ seconded; it passed unanimously.

Reports, Discussions, and Decisions:

1. Report on the Hiking Guide, 2nd Edition

HK reported that it was shipping from the publisher on Dec. 13 and should arrive on Dec. 15. There have been 24 online orders. JS noted how Greg Smith ships his books using Pirate Ship; HK will explore this possibility to reduced shipping costs. PP reported that Cathy McCarthy at the West CC Library would like to have a community event about the second edition in the spring similar to the one we had regarding the first edition. CZ has announced the availability of the second edition on the TfA Facebook page. HK suggested that the remaining 18-19 copies of the first edition be placed with local lodging organizations as advertising; the board thought this a good idea to explore.

2. Report on Signage Grant

AT is going through the sign damage binder from our previous inventory and putting the coordinates in decimal degrees from inclusion on our current spreadsheet of signs needing attention. He will ask volunteers to fill in any gaps of signs that need to be included. In the spring 10-15 signs will be given priority for repair/replacement using Athletic Brewing grant funds. AT will led groups of volunteers in the summer to install signs. HK noted that the grants funds have not yet been received. It was clarified that our signage project is different yet compatible with the Colorado Tourism Office grant that the CC Tourism Board is seeking to place new signs/kiosks at the major access trailheads on the Rainbow Trail in Custer County. SL stated that the CC Tourism Board project will focus on outdoor recreation, wayfinding, and safety. She noted that the Tourism Board was seeking a TfA letter of support by the end of January. Their grant proposal will be for 6-10 wooden kiosks; seeking \$25,000 with a \$5,000 match from the CC Tourism Board. The kiosks will be placed at S. Colony, Grape Creek, Horn Creek, and Comanche/Venable Trailheads and possibly outside All the Range, All Aboard Westcliffe, and/or the USFS office. CZ reminded that we adopted a SOP earlier this year for how to handle requests for letters of support.

3. Elections

PP noted that eight names had been proposed by the board as potential nominees. He contacted all 8 by email or face-to-face. Kate Vickery said no at this time due to work requirements. Mickey Beyer said no and noted that he preferred to dedicate his time to trail maintenance. PP proposed the following nominees for board membership and for officers.

For the open board positions:

Class of 2026 (Doris' vacated position): Janet Smith, filling the unexpired term (2+ years).

Class of 2027: John Anderson, John van Doren, and Shelly Larson.

AT motioned and SS seconded that these nominees be approved by acclamation. It was so acclaimed.

For the officers:

President: (with Paul's orientation) Shelly Larson.

Vice-President: Andrew Todd.

Treasurer: (with Herb's assistance) Karen Foley.

Secretary: (with Chuck's orientation) Sally Strom.

JS motioned and HK seconded that these nominees be approved by acclamation. It was so acclaimed.

The Timeline Ahead:

In an email on Dec. 9, 2023 PP proposed the following regarding a timeline for moving forward relative to board membership and leadership:

First of all, Janet's filling of the unfulfilled term that Doris held - this should take place immediately.

Secondly, there is nothing in our ByLaws that insists that elections take place in April or May, nor for newly elected members of the board to join the board formally in April or May, nor for newly elected officers to take office only in April or May. It makes sense to me to have a transition early in 2024. This would accommodate the planning that needs to happen for the signage project, any steps in discernment towards an RPI, getting the Grant Management Agreement into place before the summer of 2024, and helping drive the 2nd Edition of the Hiking Guide out into the public. It would engage all the new leaders in the decision-making that will have the most impact on them. My recommendation is that, with any needed orientation with new officers taking place outside of board meetings, the handoff of leadership take place at the end of the February 2024 meeting of the board.

CZ moved and AT seconded that this timeline be followed; it was passed unanimously. SS asked that there be an overview of the tasks required of each officer at the February meeting. HK suggested there be a gradual transition in the title transfer to new officers until the February meeting. PP will meet with SL and AT as needed to facilitate the leadership transition.

3. Report on Signage: Andrew. Getting clarification on our project (Athletic Brewing Grant) as well as what the Tourism Board is planning (Rainbow Trail Management Grant). Can we ensure congruence between the two? What decisions may we need to make as a board tonight?

4. Response from Trails for All to Patty Daulton in the Loss of Her Husband, Jim

PP reported that Patty is recovering from her injuries with her daughter in Greeley. CZ suggested that we name our volunteer of the year award in honor of James (Jim) Daulton and asked if there was an account set up where we could make personal donations to assist Patty. PP will seek further information for how to contact Patty and to make donations.

5. Thoughts about Next Steps in the Direction of a Regional Partnership Initiative (RPI)

AT thought we were moving in the right direction with the two signage grants (TfA and CC Tourism Board). There will be an October 2024 deadline for the next RPI funding round. He will check with the USFS to determine what kind of partnership that they could support.

6. Thanks for Work behind the Scenes


PP thanked HK and CZ for quickly providing publicity for the Spirit Campaign on behalf of TfA. PP thanked AT, HK, and CZ for noting pitfalls in the GoAdventures proposal from Deb Adams.

7. Any Interest In taking the Mountain IDEAL Destination Self-Assessment (From an email from Deb Adams, 12/1)?

SL suggested that those interested pursue it individually.

Next Meeting: Tuesday, 5:30 pm, January 9, 2024

Adjournment: PP adjourned the meeting at 7:50 pm.

Minutes prepared by:  Chuck Ziehr, Secretary, Trails for All Board of Directors

Treasurer's Report, November 2023

Dear Board,

Income in November consisted of a payment from All the Range. We had one expense in November, which was the cost for copyright registration with the Library of Congress for the 2nd edition of the hiking guide.

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$23,454.07
	1 Credit(s) This Period	\$600.00
	1 Debit(s) This Period	\$65.00
11/30/2023	Ending Balance	\$23,989.07

Other Activities:

Hiking Guide – Printing is in process. We have already received one online order for the guide, which came from Oklahoma. This was before we even sent out a mailing, so maybe Chuck is getting the word out for us back there!

Athletic Brewing TFFT Grant – In this report we show an invoice to Athletic Brewing Co for the \$6300 grant we were awarded. This invoice was required for their files. As we typically do at the end of each year, we will cancel this invoice before year's end, then reissue it in January. We do this because we are on a cash basis, and to keep things clean and simple we do not carry over receivables from one accounting year to the next.

All the Range Invoices – I will be working with Tom and Taurin to revise open invoices to reflect current inventory, as well as adjust for items they do not want to stock anymore. New invoices will be issued in January.

Attached for your review are the following documents;

- TFA 2023 Budget Summary
- TFA November 2023 Balance Sheet
- TFA November 2023 P/L Statement
- TFA November 2023 Bank Statement

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

Regards,

Herb Kober

Treasurer, Trails For All

2023 Budget Status -The dollar amounts shown for 2023 actual are accurate relative to our bank and books.

Trails For All			
<i>Approved Budget - 2023 (updated 12/05/23)</i>			
Account Description	2022 Actual	2023 Budget	2023 Actual
Direct Public Support - Individual Contributions	600.00	700.00	270.00
Direct Public Support - Corporate Contributions	362.19	250.00	136.52
Direct Public Support - Spirit Campaign	5,215.86	5,000.00	6,683.37
Direct Public Support - Event Generated			
Product Sales	2,739.00	3,000.00	3,187.00
Grants	7,500.00	6,849.90	3,000.00
Total Income	16,417.05	15,799.90	13,276.89
Bank Service Charge			
Insurance	(1,907.00)	(2,000.00)	(1,872.00)
Event/Outreach	(300.00)	(400.00)	(771.45)
Grant Support/Matching		(500.00)	
Equipment	(216.32)	(500.00)	(235.20)
Operating Supplies		(100.00)	
Training/Tuition/Event Registration		(300.00)	
Travel Expenses		(250.00)	
SEEK Support	(3,650.10)	(6,849.90)	
Trail development expense		(1,500.00)	
Web Hosting Fee			
Web Registration	(103.92)	(25.00)	
Web Development/Maintenance	(1,200.00)	(1,200.00)	(1,200.00)
Mailchimp		(180.00)	
State/Federal Fees	(20.00)	(20.00)	(299.96)
PO Box Rental/Postage	(93.01)	(90.00)	(105.53)
Printing/Shirts/Collateral	(3,979.20)	(2,000.00)	(3,398.13)
Advertising	(300.00)	(300.00)	(300.00)
Total Expenses	(11,769.55)	(16,214.90)	(8,182.27)
Net Cash	4,647.50	(415.00)	5,094.62
	Actual net YTD 2022	Projected net EOY 2022	Actual net YTD 2023

Unpaid Invoices (as of 12/05/2023)

	Not Yet Overdue	Number of Days Overdue				Total Unpaid
		30 or Less	31 to 60	61 to 90	91 or More	
All the Range	\$2,030.25 2 invoices					\$2,030.25 0.00 overdue
Athletic Brewing Co.	\$6,300.00 1 invoice					\$6,300.00 0.00 overdue
Total Unpaid	\$8,330.25 3 invoices	\$0.00 0 invoice	\$0.00 0 invoice	\$0.00 0 invoice	\$0.00 0 invoice	\$8,330.25 0.00 overdue

Balance Sheet

Trails For All

As of Nov 30, 2023



ACCOUNTS	Nov 30, 2023
Assets	
Total Cash and Bank	\$23,989.07
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
Total Assets	\$23,989.07
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	\$23,989.07
Total Equity	\$23,989.07

Profit and Loss

Trails For All

Date Range: Nov 01, 2023 to Nov 30, 2023



ACCOUNTS	Nov 01, 2023 to Nov 30, 2023
Income	
Sales	\$600.00
Total Income	\$600.00
Total Cost of Goods Sold	
	\$0.00
Gross Profit	\$600.00
As a percentage of Total Income	100.00%
Operating Expenses	
Legal Fees	\$65.00
Total Operating Expenses	\$65.00
Net Profit	\$535.00
As a percentage of Total Income	89.17%



Bank Statement – November 2023



PO Box 2850
Edmond, OK 73083

RETURN SERVICE REQUESTED

TRAILS FOR ALL
PO BOX 1063
WESTCLIFFE CO 81252-1063

Statement Ending 11/30/2023

Page 1 of 4

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	\$23,989.07

SIMPLY FREE BUSINESS CHECKING-XXXXXXXXX2900

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$23,454.07
	1 Credit(s) This Period	\$600.00
	1 Debit(s) This Period	\$65.00
11/30/2023	Ending Balance	\$23,989.07

*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
11/10/2023	MOBILE DEPOSIT	\$600.00

Electronic Debits

Date	Description	Amount
11/29/2023	XX9278 PURCHASE LIB CONGRESS/COP WASHINGTON DC 70570720 177031	\$65.00

Daily Balances

Date	Amount	Date	Amount
11/10/2023	\$24,054.07	11/29/2023	\$23,989.07

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00