

**Trails For All (TFA) Meeting Minutes  
December 14, 2021, 5:30 pm, Monthly Board Meeting  
In-Person Meeting and via Zoom  
Board Approved: January 11, 2022**

**a) Board Members Present**

Paul Parsons (PP)      Kate Vickery (KV)      Janet Smith (JS)      Chuck Ziehr (CZ)      Herb Kober (HK)  
John Anderson (JA)      Andrew Todd (AT)

**b) Others Present**

Megan Lynch, Bill Keene, Karen Foley

Secretary Note: President PP scheduled this meeting in person in the San Isabel Land Protection Trust conference room and via Zoom.

**Consent Agenda:**

1. Approval of Minutes (Chuck)
2. Approval of Treasurer's Report (Herb)

HK moved and KV seconded that the consent agenda be approved; it passed unanimously.

**Reports, Discussion, Decisions:**

**1. Research of the NCCC (National Civilian Community Corps) as a possible partner in providing a team for summer trail help in 2022 (PP).**

PP provided the following report based on his phone conversation with Megan Carter, the VISTA/Americorps coordinator for the Denver area. This report formed the basis for considerable discussion about whether or not TFA should seek a NCCC crew for trail maintenance in summer 2022 and what other questions need to be addressed in order to make a decision.

Would any NCCC teams be available next summer that could serve in our area?

**Yes!**

What size of work teams do you send out?

**Team sizes are 8-12 members**

What level of expertise or experience do the teams have? We would have some ability to teach and train, but we'd love to know if any who are coming in are seasoned hands.

**You should expect that everyone is a generalist. Some may have experience either from before the program or from training gained during the program, but neither is a guarantee**

What length of time do your typical assignments last?

**Projects can be 3-12 weeks**

How are teams housed, as a general rule?



***It is your responsibility as the hosting organization to find housing for the team. This can be through a resource you possess, or partnering with an organization to provide housing (e.g. church, community center, etc.). Due to the nature of the project, camping could also be an option.***

What costs would we need to cover?

***We do not have a match requirement like some AmeriCorps grants, but you may need to cover the cost of training, tools, or housing, if you don't have a way to obtain those things in-kind***

How does the application process work? When would we need to have an application in your hands?  
***We are just about to send out our RFA for May-July. You will first submit a Concept Form, and then if you are Invited to Apply you will submit a full application. I have attached the RFA, instruction, and Concept form to this email for your convenience. Concept forms will be due Jan 21.***

What supervisory needs do you require/desire?

***There needs a dedicated person as a site supervisor. This can be a staff or volunteer. They need to provide at least 20 hours of supervision for the team a week, and then be a phone call away if the team should have other questions.***

#### General discussion:

KV was concerned about housing and supervision. It was noted that Megan and Jess (USFS) provided supervision every day for the Mile High Youth Corps crew that worked on Newlin and Mason Gulch last summer. Megan Lynch said she would need to talk with Jeff Outhier and Jess to determine if they could provide supervision for a crew in 2022. HK and CZ each volunteered to provide 20 hours of supervision (during one week) for a crew working Rudolph Mountain Trail in 2022. KV recommended that we not schedule any TfA trail maintenance workdays during weeks that a NCCC crew is here. Karen Foley said that NCCC crews are often high schoolers that would need considerable supervision. PP noted that each crew has a crew leader KV suggested that we seek additional information regarding cost to TfA, transportation, food, and tents. HK suggested that we might be able to partner with Custer County Tourism Board (CCTB); HK will check with Deb Adams to see with CCTB funds could be used to help fund such a project. Karen Foley (who has worked as a VISTA volunteer) recommended that we seek a crew for a "high impact" project such as reclaiming Rudolph Mountain Trail or a re-route of the lower Comanche Trail; she suggested a 2-3 week project; she said crews usually work 40 hours per week. KV suggested that for the two weekends that TfA provided events, fun stuff, and/or a cookout. Based on this discussion PP will: (1) talk with Jeff (USFS) about supervision and which trail project(s) to focus on, (2) talk with NCCC about supervision, tools, camping, 2 or 3 weeks, food, van, and (3) contact CCTB. PP will then let the TfA Board know the results of these conversations and put the item on the January agenda for a final decision.

#### **2. Bike Trail Team (HK, CZ)**

This subcommittee has not met since its last report to the Board. It tentatively has its next meeting set for January 10, 2022. JS will send the board links to Advancing Trails web seminars by American Trails that Greg Smith recommends for us to view.

#### **3. Hiking Trail Guide Sub-Committee (HK): please take the survey he sent us.**

HK noted that the sub-committee's membership is now confirmed as: HK, JS, AT, CJ Berry, Shelly Larson, Tom Dimler, and Taurin Jones-Dimler. HK developed a short online survey to develop a baseline of perceptions regarding the Hiking Trail Guide. It will be sent to the Board, the TfA advisory group, and the sub-committee. HK asked PP to send an email to the advisory group (with cc: to HK) informing them to expect a survey from HK.



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**4. Spirit Campaign Update (PP, HK)**

A letter was sent via email from PP to the TFA email contact list seeking donations to the Spirit Campaign for TFA. CZ will send tomorrow thank you/donation request letters via postal mail to 2020 donors. Near the end of December PP will draft a short “reminder” email that CZ will send to the TFA contact list.

**5. Newsletter (CC, HK)**

PP thanked CZ for the 4-year trail maintenance review that formed the basis of the last newsletter. As always, HK did a great job editing the newsletter. PP is gathering information about what being in the outdoors does for people to serve as the basis for a future newsletter.


**6. Any other reports (merchandise? Any further consideration of Bluegrass Festival investment?)**

KV said she will check the merchandise inventory after Christmas; she suggested that we might consider other merchandise items such as 10 essentials bags, caps, and/or water bottles.

It was confirmed that we would not pursue a Bluegrass Festival investment; we noted that we might engage in a TFA “flash mob” on Thursday night of the Festival wearing TFA shirts to mix-and-mingle with attendees to promote awareness of TFA.

**Next Meeting:** Tuesday, January 11, 2022 at 5:30 pm MT in-person at SILPT and via Zoom.

**Adjournment:** PP adjourned the meeting at 6:50 pm.

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



## Treasurer's Report, November 2021

Dear Board,

We had no November expenses, and \$1100.00 in November income (\$800 ATR for hiking guides, \$50 from Flipcause for hiking guides, \$250 from Schusterman Family Philanthropies).

Beginning Balance -	18773.01
Income -	1100.00
Expenses -	0.00
Ending Balance -	19873.01

### Treasurer Action Items in November

Hiking Guides – All the Range has about 20 hiking guides in stock, and I have 10 in reserve. All the Range is paid up on all invoices, so we will be going into the new year with no receivables.

Attached for your review are the following documents;

- TFA 2021 Budget Summary
- TFA November 2021 Balance Sheet
- TFA November 2021 P/L Statement
- TFA November 2021 Bank Statement

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

Regards,

Herb Kober

Treasurer, Trails For All



## 2021 Budget Status

The dollar amounts shown for 2021 actual are accurate relative to our books.

### Trails For All

Budget - 2021 (updated YTD 12/11/21)

	12/31/2019	12/31/2020		
Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Actual
Direct Public Support - Individual Contributions	513.00	973.00	1,000.00	465.00
Direct Public Support - Corporate Contributions	2,000.00	1,070.23	1,600.00	462.14
Direct Public Support - Spirit Campaign	2,217.94	4,905.16	4,000.00	5,032.24
Direct Public Support - Event Generated	-	-	-	-
Product Sales	-	804.22	3,850.00	6,225.26
Grants	5,800.00	7,500.00	7,500.00	7,500.00
<b>Total Income</b>	<b>10,530.94</b>	<b>15,252.61</b>	<b>17,950.00</b>	<b>19,684.64</b>
Bank Service Charge	(60.81)	(65.37)	(65.00)	(24.00)
Insurance	(1,493.00)	(1,512.00)	(1,550.00)	(1,573.00)
Event/Outreach	(50.00)	(79.00)	(300.00)	-
Grant Support/Matching	-	-	(500.00)	-
Equipment	(728.31)	-	(700.00)	-
Operating Supplies	(58.10)	(40.70)	(100.00)	-
Training/Tuition/Event Registration	(24.00)	-	-	(135.00)
Travel Expenses	-	-	-	-
SEEK Support	(4,969.50)	(7,500.00)	(7,500.00)	-
Trail development expense	-	-	(500.00)	-
Web Hosting Fee	(132.00)	(156.00)	(160.00)	(156.00)
Web Registration	(51.76)	-	-	(23.98)
Web Development/Maintenance	-	-	-	(1,200.00)
Mailchimp	-	-	(180.00)	-
State Fees	(11.00)	(20.00)	(20.00)	(20.00)
PO Box Rental/Postage	-	-	-	(89.35)
Printing/Shirts/Collateral	(52.00)	(1,461.65)	(2,250.00)	(3,923.07)
Advertising	(120.00)	-	(200.00)	(400.00)
<b>Total Expenses</b>	<b>(7,750.48)</b>	<b>(10,834.72)</b>	<b>(14,025.00)</b>	<b>(7,544.40)</b>
<b>Net Cash</b>	<b>2,780.46</b>	<b>4,417.89</b>	<b>3,925.00</b>	<b>12,140.24</b>
			Projected net	Actual net



# Trails for All Balance Sheet

## Trails For All

As of Nov 30, 2021



ACCOUNTS	Nov 30, 2021
<b>Assets</b>	
Total Cash and Bank	\$19,873.01
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
<b>Total Assets</b>	<b>\$19,873.01</b>
<b>Liabilities</b>	
Total Current Liabilities	\$0.00
Total Long-term Liabilities	\$0.00
<b>Total Liabilities</b>	<b>\$0.00</b>
<b>Equity</b>	
Total Other Equity	\$0.00
Total Retained Earnings	\$19,873.01
<b>Total Equity</b>	<b>\$19,873.01</b>



Trails for All

# Profit and Loss

## Trails For All

Date Range: Nov 01, 2021 to Nov 30, 2021



ACCOUNTS	Nov 01, 2021 to Nov 30, 2021
<b>Income</b>	
Direct Public Support – Business Contributions	\$250.00
Sales	\$850.00
<b>Total Income</b>	<b>\$1,100.00</b>
<b>Total Cost of Goods Sold</b>	<b>\$0.00</b>
<b>Gross Profit</b> As a percentage of Total Income	<b>\$1,100.00</b> 100.00%
<b>Total Operating Expenses</b>	<b>\$0.00</b>
<b>Net Profit</b> As a percentage of Total Income	<b>\$1,100.00</b> 100.00%



## Bank Statement – November 2021



PO Box 2850  
Edmond, OK 73083

RETURN SERVICE REQUESTED

TRAILS FOR ALL  
PO BOX 1063  
WESTCLIFFE CO 81252-1063

### Statement Ending 11/30/2021

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	XXXXXXXX2900	\$19,873.01

### SIMPLY FREE BUSINESS CHECKING-XXXXXXXX2900

#### Account Summary

Date	Description	Amount
10/30/2021	<b>Beginning Balance</b>	<b>\$18,773.01</b>
	3 Credit(s) This Period	\$1,100.00
	0 Debit(s) This Period	\$0.00
11/30/2021	<b>Ending Balance</b>	<b>\$19,873.01</b>

\*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.

FINANCE CHARGES ARE COMPUTED BY APPLYING THE PERIODIC RATE TO THE "DAILY BALANCE" OF YOUR ACCOUNT INCLUDING CURRENT TRANSACTIONS. TO GET THE "DAILY BALANCE" WE TAKE THE BEGINNING BALANCE OF YOUR ACCOUNT EACH DAY, ADD ANY NEW ADVANCES AND SUBTRACT ANY PAYMENTS OR CREDITS AND UNPAID FINANCE CHARGES NOT CONSIDERED PAST DUE. THIS GIVES US THE DAILY BALANCE.

#### Deposits

Date	Description	Amount
11/04/2021	REGULAR DEPOSIT	\$800.00

#### Electronic Credits

Date	Description	Amount
11/03/2021	PAYMENTS FLIPCAUSE INC NTE* FLIPCAUSE TRANSFER\	\$50.00

#### Other Credits

Date	Description	Amount
11/23/2021	MOBILE DEPOSIT	\$250.00

#### Daily Balances

Date	Amount	Date	Amount	Date	Amount
11/03/2021	\$18,823.01	11/04/2021	\$19,623.01	11/23/2021	\$19,873.01





## Bank Activity Receipts – November 2021

### From All the Range

**KIRKPATRICK BANK** **DEPOSIT** CREATED 01/04/21

CHECK ONE  
CHECKING  SAVINGS  MONEY MARKET

Today's Date: 11-4-21  
Customer Name (Please Print): Trails for All

Address: X  
Sign Here (if cash is received from this deposit)

**DEPOSIT**

CASH	▶	
CHECK	▶	800.00
TOTAL FROM OTHER SIDE	▶	.
SUBTOTAL	▶	.
CASH BACK	▶	.
		800.00

011 2037012900 \$

⑆5410⑆0002⑆ 2037012900⑆ 011

#0000 11/04/2021 \$800.00

### From Schusterman Family Philanthropies via the Blackbaud Fund

**Electronic Credit**

Kirkpatrick Bank 02#A022111 Deposit Number: 61430019  
Processing Date: 2021-11-23 Deposit Amount: \$ 250.00

Customer Name:  
Description:  
Online User ID: HKober  
Deposit made to: 9c35514b-55de-4d0f-a

103001469 2037012900 20

#0000 11/23/2021 \$250.00

### From Flipcause for Hiking Guide purchases

**11/3/2021 - \$50.00**

All electronic debits shown on statement made with debit card