

**Trails For All (TFA) Meeting Minutes**  
**June 8, 2021, 5:30 pm, Monthly Board Meeting**  
**Virtual Meeting via Zoom**  
**Board Approved: July 13, 2021**

**a) Board Members Present**

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

**b) Board Members Absent**

Kate Vickery

**c) Others present**

Deb Adams (DA), Jeff Outhier (JO)

Secretary Note: President PP scheduled this meeting as virtual due to Corona Virus social restrictions.

Deb Adams, Chair, Custer County Tourism Board, joined us to discuss possible cooperation between the Tourism Board and TfA particularly with reference to a grant application to be used to promote “gravel grinding” bike routes. The Tourism Board is seeking a Colorado Tourism development grant for \$15,000 for 2022 and another marketing grant for \$25,000. She is seeking TfA to be a partner in these grant applications. PP asked what the Tourism Board needed from TfA; she said more than a letter of support; she was seeking a “partner.” Vista Works in Buena Vista was writing the grant applications for them. JS requested that TfA be given more information for review in order for our board to understand what was required of TfA; we would consider further and get back to her. DA left the meeting at this point.

**Consent agenda:**

1. May 11, 2021 Board Meeting Minutes approval
2. May 2021 Treasurer’s report approval
3. Insurance renewal with ANI approval

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

**Discussion Items/Reports:**

1. Discussion of Deb Adams’ Presentation

JS wants clear input by TfA into the development grant. CZ and JA saw it as good PR for TfA. PP asked JO if TfA is a “partner” with USFS; JO said yes we are. PP expressed some concern about a partnership requiring the active involvement of a TfA board member. HK will follow-up with DA to get a letter from the Tourism Board explaining the expectation of partners. PP asked the board to be ready for a special meeting in June to be able to respond by the July deadline for one of the grants. Further action was tabled awaiting more information from the Tourism Board.

2. Website Development

There was discussion of how we want to control the administration of our website and whether we are ready for Flipcause to implement the new website that it has developed for us. HK asked AT if he was willing to be the lead administrator because of his greater experience with Flipcause. AT was willing. JS moved and CZ seconded that the

management of the new Flipcause website be place in AT's hands. The motion passed with five yea's and one abstention by AT. CZ suggested that AT, HK, and CZ provide informal feedback for the operation of the website and Facebook page. HK will contact Flipcause to inform them that AT is now the lead administrator. CZ moved and JS seconded that HK and AT be giving authority to inform Flipcause when to go live with our new website. The motion passed unanimously.

### 3. Merchandise

The board discussed whether we needed to order more trail guides and whether we should begin to sell the guides online via the new website. HK reported that we have sold about 50 of our first order of 100 guides. JS moved and JA seconded that HK order 100 more trail guides. The motion passed unanimously. CZ did not think we were ready for online sales (in terms of staffing). JA expressed the desire not to compete with sales through Tom's store (All the Range); perhaps we should only sell digital copies online. AT thought maybe online sales could be in PDF form if there was a way to ensure that they could not be shared. JS thought we needed a team in place to handle online sales. PP noted the objections and stated that we should not have online sales at this time.

### 4. Trail Maintenance

PP had submitted for approval the new USFS Volunteer Service Agreement that he completed with JO (USFS)—see Appendix A. JS moved and HK seconded that the new USFS Volunteer Service Agreement be accepted. The motion passed unanimously. CZ reported that the call volunteers for trail maintenance was distributed via our MailChimp email list, our Facebook page, and several Custer County Facebook pages. JS reported that the Wet Mountain Community Foundation was providing a way to seek volunteers by local non-profits. AT will seek volunteers via his trout fishing group.

### 5. Bike Park

CZ said that the committee was working on a bike "path" plan rather than a bike "park." The committee is scheduled to meet next Monday. PP requested that a descriptive statement be developed by the committee as to what their task is.

### 6. Board Meeting Arrangements

Should we return to face-to-face, go with hybrid, or stay with Zoom? PP expressed that Zoom had worked well. JS said that the SILPT conference room was being used more; she could run the Zoom part of a hybrid meeting. CZ & HK liked hybrid. AT offered to host a face-to-face meeting at his home. PP stated that a decision would be made at the July board meeting.

### 7. Post Office Box

HK suggested that we obtain a PO Box for TfA. He thought the cost would be \$64 per year. CZ moved and JS seconded that HK be authorized to obtain a PO Box for TfA. The motion passed unanimously.

**Next Meeting:** Tuesday, July 13, 2021 at 5:30 pm MDT.

**Adjournment:** PP adjourned the meeting at 7:02 pm.

Minutes prepared by: 

Chuck Ziehr, Secretary, Trails for All Board of Directors

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## Appendix A

OMB No. 0596-0080  
Expires 10/31/2021

VOLUNTEER SERVICE AGREEMENT—NATURAL & CULTURAL RESOURCES			
1. INDIVIDUAL		2. GROUP	
3. NAME OF AGENCY		4. AGREEMENT # 2021-021203-TFA	
5. NAME OF VOLUNTEER (First, Last)		6. U.S. CITIZEN OR PERMANENT RESIDENT Yes NO, list visa type	
7. NAME OF GROUP <b>Trails For All</b>		8. NAME OF GROUP CONTACT (First, Last) <b>Paul Parsons</b>	
9. STREET ADDRESS <b>307 South Second Street</b>		10. CITY, STATE, ZIP CODE <b>Westcliffe, CO 81252</b>	
11. EMAIL ADDRESS <b>pparsons60@gmail.com</b>	12. PHONE Home: Mobile: 512-5504890	13. AGE Under 15      15-18      19-25 26-35      036-54      55 and Older	
14. ETHNICITY & RACE (Optional): Please report both ethnicity and race and tell us if you are a veteran or have a disability. Multiracial respondents may select two or more races. This information will inform our understanding of diversity and inclusion among the volunteer force in the natural and cultural resource areas.			
14a. Ethnicity (Select one): Hispanic or Latino Not Hispanic or Latino	14b. Race (Select one or more, regardless of ethnicity): American Indian or Alaskan Native Asian Black or African American      White C] Native Hawaiian or Other Pacific Islander	14c. Are you a Veteran? [Z Yes      No	
		14d. Do you have a disability? C Yes      No	
EMERGENCY CONTACT INFORMATION			
15. NAME (Last, First)	16. PHONE Home: Mobile:	17. EMAIL ADDRESS	
18. STREET ADDRESS	19. CITY, STATE, ZIP CODE		
GOVERNMENT OFFICIAL COMPLETES THIS SECTION			
20. AGENCY CONTACT NAME (Last, First) <b>Jeff Outhier</b>		21. AGENCY CONTACT EMAIL & PHONE <b>jeffrey.outhier@usda.gov      719-285-3590</b>	
22. REIMBURSEMENTS APPROVED: C Yes      No Type and Rate of Reimbursement:		23. VOLUNTEER POSITION/GROUP PROJECT TITLE:	



24. Description of service to be performed. Provide a brief abstract of volunteer or service activity and the location of the volunteer activity, and attach description of service to be performed. Service description should include details such as time and schedule commitment, use of government vehicle, use of personal equipment and/or vehicle, skills required (note certifications if necessary), level of physical activity required, etc. If this is a group agreement, the leader is to provide the group name and attach a complete list of group participants or optional form 301b for each volunteer.

VOLUNTEER/SERVICE ACTIVITY ABSTRACT

Trail maintenance and clearing  
 Wilderness character monitoring  
 Education

25. Check all that apply: Description of service attached List of group participants/optional form 301b attached Job Hazard Analysis C] Valid Drivers License Verified (if required)

Volunteer Service Agreement OF301a USDA-USDI-DOC-DOD OMB 0596-0080

Approved October 2018

PARENTAL CONSENT FOR VOLUNTEER UNDER AGE 18

26. PARENT OR LEGAL GUARDIAN (First, Last)	27. PHONE Home: Mobile:	28. EMAIL ADDRESS
29. STREET ADDRESS	30. CITY, STATE, ZIP CODE	
31. I affirm that I am the parent/guardian of the above named volunteer. I understand that the agency volunteer program does not provide compensation, except as otherwise provided by law; and that the service will not confer on the volunteer the status of a Federal employee. I have read the attached description of the service that the volunteer will perform. I give my permission for _____ to participate in the specified volunteer activity.		
32. (NAME OF YOUTH)		
33. Parent/Guardian Signature	Date	

VOLUNTEER & GROUP LEADER AFFIRMATION

34. I understand that I will not receive any compensation for the above service and that volunteers are NOT considered Federal employees except as otherwise provided by law. I understand that volunteer service is not creditable for leave accrual or any other employee benefits. I also understand that either the government or I may cancel this agreement at any time by notifying the other party. I understand that my volunteer position may require a reference check, background investigation, and/or a criminal history inquiry in order for me to perform my duties. I understand that all publications, films, slides, videos, artistic or similar endeavors, resulting from my volunteer services as specifically stated in the attached job description, will become the property of the United States, and as such, will be in the public domain and not subject to copyright laws. I understand the health and physical condition requirements for doing the work as described in the job description and at the project location, and certify that the statements I have checked below are true:

I or group leader know of no medical condition or physical limitation that may adversely affect my or members of the group ability to provide this service. If a group see attached OF301b.

I or a member of the group have a medical condition or physical limitation that may adversely affect my ability to provide this service and have informed the Government Representative. If a member of a group see attached OF301b.

I or group member do not consent to being photographed or to the release of my photographic image. If a member of a group see attached OF301b.

I do hereby volunteer my services as described above, to assist in authorized activities at \_\_\_\_\_ USDA Forest service. San Carlos Ranger District and I agree to follow all applicable safety guidelines. See attached OF301b attached if a member of a group. (NAME OF FEDERAL AGENCY)

35. Signature of Volunteer or Group Leader *Paul H. Parsons* Date *April 16, 2021*  
 Safety guidelines. See attached OF301b attached if a member of a group. (NAME OF FEDERAL AGENCY)

The above-named agency agrees, while this arrangement is in effect, to provide such materials, equipment, and facilities that are available and needed to perform the service described above, and to consider you as a Federal employee only for the purposes of tort claims, liability and injury compensation to the extent not covered by your volunteer group, if any.

36. Signature of Government Representative *Dusty Cheyan* Date *4/16/2021*  
 The extent not covered by your volunteer group, if any.

**TERMINATION OF AGREEMENT**

37. Agreement Terminated Date: \_\_\_\_\_ Total Hours Completed: \_\_\_\_\_

38. Signature of Government Representative: \_\_\_\_\_

**PUBLIC BURDEN STATEMENT**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0080. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. USDA, DOI, DOC and DOD prohibit discrimination in all programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. Not all prohibited bases apply to all programs.

**PRIVACY ACT STATEMENT**

Collection and use is covered by Privacy Act System of Records OPM/GOVT-I and USDA/OP-I, and is consistent with the provisions of 5 USC 552a (Privacy Act of 1974), which authorizes acceptance of the information requested on this form. The data will be used to maintain official records of volunteers of the USDA and USDI for the purposes of tort claims, injury compensation, and other volunteer claims allowed by law. Furnishing this data is voluntary, however if this form is incomplete, enrollment in the program cannot proceed.

## Treasurer's Report, May 2021

Dear Board,

May financial activity was limited to the purchase of the hiking guides from Mixam Printing. The banking receipts at the end of this report show a deposit of \$9461.65, but this was the final transfer from our previous bank and does not represent income.

Beginning Balance -	19461.65
Income -	0.00 ()
Expenses -	801.23 (Mixam printing services)
Ending Balance -	18660.68

### Treasurer Action Items in May

Purchased Hiking Guides – One hundred copies of the Trails for All Hiking Guide for the Sangre de Cristo and Wet Mountains utilizing the Kirkpatrick Bank debit card. Final cost came to \$801.23. Thirty copies have been placed in All the Range inventory, 30 copies left with Janet Smith at SILPT, and the remaining copies are in Herb Kober's possession.

Attached for your review are the following documents;

- TFA 2021 Budget Summary
- TFA May 2021 Balance Sheet
- TFA May 2021 P/L Statement
- TFA May 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.

<b>Trails For All</b>				
<i>Budget - 2021 (updated YTD 6/3/21)</i>				
	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	200.00
Direct Public Support - Corporate Contributions	2,000.00	1,070.23	1,600.00	212.14
Direct Public Support - Spirit Campaign	2,217.94	4,905.16	4,000.00	3,482.24
Direct Public Support - Event Generated	-	-	-	-
Product Sales	-	804.22	3,850.00	358.76
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>11,753.14</b>
Bank Service Charge	(60.81)	(65.37)	(65.00)	(24.00)
Insurance	(1,493.00)	(1,512.00)	(1,550.00)	-
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	(24.00)	-	-	-
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)	-
Web Registration	(51.75)	-	-	-
<b>Web Development/Maintenance</b>				
Mailchimp	-	-	(180.00)	-
State Fees	(11.00)	(20.00)	(20.00)	-
Printing/Shirts/Collateral	(52.00)	(1,461.65)	(2,250.00)	(801.23)
Advertising	(120.00)	-	(200.00)	-
<b>Total Expenses</b>	<b>(7,750.48)</b>	<b>(10,834.72)</b>	<b>(14,025.00)</b>	<b>(825.23)</b>
<b>Net Cash</b>	<b>2,780.46</b>	<b>4,417.89</b>	<b>3,925.00</b>	<b>10,927.91</b>
			Projected net EOY 2021	Actual net YTD 2021

## Balance Sheet

### Trails For All

As of May 31, 2021



ACCOUNTS	May 31, 2021
<b>Assets</b>	
Total Cash and Bank	\$18,660.68
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
<b>Total Assets</b>	<b>\$18,660.68</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	\$18,660.68
<b>Total Equity</b>	<b>\$18,660.68</b>



# Profit and Loss

## Trails For All

Date Range: May 01, 2021 to May 31, 2021



ACCOUNTS	May 01, 2021 to May 31, 2021
<b>Total Income</b>	<b>\$0.00</b>
<b>Total Cost of Goods Sold</b>	<b>\$0.00</b>
<b>Gross Profit</b> As a percentage of Total Income	<b>\$0.00</b> 0.00%
<b>Operating Expenses</b>	
Printing and Reproduction	\$801.23
<b>Total Operating Expenses</b>	<b>\$801.23</b>
<b>Net Profit</b> As a percentage of Total Income	<b>-\$801.23</b> 0.00%



## Bank Statement – May 2021, Only Kirkpatrick Bank



**Statement Ending 05/28/2021**

Page 1 of 4

PO Box 2850  
Edmond, OK 73083

RETURN SERVICE REQUESTED

TRAILS FOR ALL  
PO BOX 1063  
WESTCLIFFE CO 81252-1063

### 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

### FEE SCHEDULE UPDATE

Effective July 1, 2021, the following fees will change as follows:

ATM/Debit Card Replacement Fee: \$5.00 per card for normal delivery (7-10 business days), additional \$25.00 per card for rush delivery (2-3 business days), additional \$60.00 per card for overnight delivery (next business day)

### Summary of Accounts

Account Type	Account Number	Ending Balance
SIMPLY FREE BUSINESS CHECKING	XXXXXXXX2900	\$18,660.68

### SIMPLY FREE BUSINESS CHECKING-XXXXXXXX2900

#### Account Summary

Date	Description	Amount
05/01/2021	Beginning Balance	\$10,000.26
	1 Credit(s) This Period	\$9,461.65
	1 Debit(s) This Period	\$801.23
05/28/2021	Ending Balance	\$18,660.68

\*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
05/04/2021	REGULAR DEPOSIT	\$9,461.65

#### Electronic Debits

Date	Description	Amount
05/13/2021	XX9278 PURCHASE MIXAM.COM 2029009004 MA 42084453 637401	\$801.23

#### Daily Balances

Date	Amount	Date	Amount
05/04/2021	\$19,461.91	05/13/2021	\$18,660.68

Bank Activity Receipts – May 2021

DEPOSIT TICKET

DATE May 4, 2021

CHECKS AND OTHER ITEMS ARE SUBJECT TO THE AGREEMENTS OF THE ISSUING FINANCIAL INSTITUTION AND CASE BY CASE CREDIT AGREEMENT. DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL.

**KIRKPATRICK BANK**  
 P.O. BOX 2850, EDMOND, OK 73033  
 (405)341-8222  
 www.kirkpatrickbank.com

USE OTHER SIDE FOR  
 ADDITIONAL LISTING.  
 BE SURE EACH ITEM IS  
 PROPERLY ENDORSED.

TOTAL ITEMS

CURRENCY ▶  
 COIN ▶  
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