**Draft Minutes Branch Leadership Committee April 15, 2020. Business meeting Zoomed 6:30 to 8:30pm.** Informal leadership conversation preceded meeting.

**Present:** Chairs (voting members) -- Krissy Fagen (BHM), Elaina Jorgensen (EVT), Bill Ashby (SEA), Cheryl Talbert (FTH), Curtis Stock (TAC), Bill Bandrowski (KIT), Bob Keranen (OLY), Tony Tsuboi (SFT), Cindy Hoover (GA), Peter Hendrickson (VP Branches). Also: Chairs Elect Jack Duffy (BHM), Debbee Lynn (KIT), Jared Pearce (SEA) and Neal Kirby (OLY). Staff: Sara Ramsay, Becca Polglase

Approved agenda. Motion Cheryl, Elaina

Approved minutes March 18, 2020. Motion Bob, Curtis

**Covid-19 Impacts**. Chairs related updates to the toll of course, trip and event cancellations across a broad range of activities. Sara reviewed a novel spreadsheet for tracking status changes. Becca reviewed monthly ending cash projections revealing the need for prompt and pervasive actions to find new revenue and sharply reduce expenses. Actions requested:

* Edits invited are 1) Course status, 2) Enrollment, 3) Course fees for FY2021, 4) Additional courses or other opportunities, and 5) Action in Oct, Nov & Dec 2020.
* Monday, April 20 is the target for edits. Branch Chairs determine method for gathering data from activity leaders. Direct questions/issues to Sara (206-521-6043 [sarar@mountaineers.org](mailto:sarar@mountaineers.org).)

**Reports**

Chair noted recent engagement with Seattle Navigation, Seattle Branch Council round charters for all activity committees, clear “charges” to sub-committees, improved security with Zoom (details from Sara), success of the virtual Gala, and personal interactions with Covid-19.

Becca addresed the recent staff guidelines for separating Facebook affinity groups from official Mountaineers FB activity. Text is available in a recent blog. Chairs were asked to monitor FB disclaimers in activity postings. Without the separation, considerable legal risks are at hand.

Sara narrated a guided tour of the new Virtual Education Center resources for volunteers developing online instruction. Action requested:

* Direct volunteers to [VirtualEducationCenter](https://www.mountaineers.org/courses/virtual-education-center/virtual-education-center) with inquiries to Sara.

Branch and other chairs spoke to their responses to the pandemic as noted above. Some are beginning to think about how an easing of restrictions could open up activities. Peter commended King County Seattle Public Health Public Health Insider blog Staying Safe While Getting Outdoors: <https://publichealthinsider.com/2020/04/08/staying-safe-while-getting-outdoors/>

**Old Business**

Safety**.** Tony reiterated last meeting’s annual safety report with a focus on the year-over-year primacy of “slips/trips” in accident reports and noted that serious injuries may result. He called for leaders to alert participants when approaching a hazard to get through the terrain. Actions requested:

* Bring forward active terrain management in courses, classes and activities.
* See AAC, NOLS, OB and Freedom 9 for mentions of terrain management practices to reduce slips/falls. But read the AAC 2018 Journal article about managing risk on easier terrain. [ManagingTerrain](http://publications.americanalpineclub.org/articles/13201215053/Know-the-Ropes-Safer-4th-Class)

Hiking/Backpacking 11 January summit recommendations to revise standards were approved, motion Cheryl, Curtis. Agreed brief parenthetical car camping question note should be disreggarded and deleted in published version.

Sea Kayak (1Feb), Climbing (O8 March) Summit reports and Minimum Activity Standards revisions were not available for a first reading. Tabled.

Higher Risk Standards (elevation >15K’, extreme weather, expedition planning, decision making in outdoor adventure setting) GA 2018 review inplications remained tabled from March meeting

**New Business**

Chairs related updates to the toll of course, trip and event cancellations across a broad range of activities. Sara reviewed a novel spreadsheet for tracking status changes. Becca reviewed monthly ending cash projections revealing the need for prompt and pervasive actions to find new revenue and sharply reduce expenses. She noted that the club was awarded a Personnel Payroll Protection federal largely forgivable load but the funds must primarily be used to keep staff on the payroll. Actions requested:

* Edits invited are 1) Course status, 2) Enrollment, 3) Course fees for FY2021, 4) Additional courses or other opportunities, and 5) Action in Oct, Nov & Dec 2020.
* Monday, April 20 is the target for edits. Branch Chairs determine method for gathering data from activity leaders. Direct questions/issues to Sara (206-521-6043 [sarar@mountaineers.org](mailto:sarar@mountaineers.org).)

**Good of the order**

Current leadership vacancies include Safety Chair successor, SEA & KIT Treasurer, and various Chairs Elect nominees for FY2021.

BLC retreat topics needing follow up:

>BOD Representative targeted training beyond eLearning

>Leadership Development position paper (Peter, Sara)

> Onboarding – Mentors? Other eLearning?

>Monitoring adherence to Activity Standards

>Marketing branch, activities

>Sales Force data pulls ex Amanda Virbitsky & Sara

>Behavior Complaints – process working? Presented to others?

Adjourned 8:30. Motion Elaina, Bill A

Next meeting will be via Zoom May 20

***(NKirby/PHendrickson/17Apr2020)***