

Minutes

10 APRIL 2019 / 1800 / Olympia Center

ATTENDEES

- Officers: Bob Keranen, Marko Pavela, Siana Wong, Greg Lovelady
- Guests: Mike McIntosh, Mike Riley

Meeting called to order at 1805

1805 - Introductions/Welcome Guests

1806 – Approval of Minutes -

- Siana was acting Secretary last month; we have two months worth of minutes to review and adopt. February and March
 - o Minutes Approved no objections

1906 - Banff Film Festival (Guest Mike Riley)

- Mike Riley shall have the floor to discuss the film festival and propose the question – does Oly want to add a Friday night?
 - o Banff profits is \$10,500
 - Compared to 2013 and 2014 it was almost right on.
 - o The plan is to have a possible to have a 3rd night. BANFF would have to agree to this. And run a show Friday, Saturday, and Sunday evenings.
 - Break even point 226 tickets which is 1/3 of the room.
 - o We will plan on that this, IF BANFF agrees to this.

1806 - Safety Committee Summit Update (Bob)

- Mike McIntosh designated Bob to deliver a recap of the Safety Committee Summit, where at least three intrepid and dedicated volunteers from Olympia braved snow-magedon to drive to Seattle, when many from Seattle were too scared to drive across town.
 - o Tony Tsuboi helpful and informative
 - o Been 10 years since they have been initiated. Meaning accident reports.
 - o Focus on a good way to collect data and agree on analysis.
 - Each Branch will get a spreadsheet to enter accidents into; this is forthcoming.
 - o Once incident report so far since Mike has been in the position.
 - o Suggestion that Mike has is do a miniature AAC climbing report and put together a possible blog post on the Olympia Branch part of the website.
 - o Greg's suggestion is a different logo or symbol of The Mountaineers with an added flair with along with a safety suggestion.

1817 - Budget Process (Marko/Kim)

- Budgets will be due May 31. The Program Center has been holding webinars discussing the process for Chairs and Treasurers. Marko and Kim can tell folks what to expect.
 - The headquarters is saying they were in “growth mode”
 - They are expecting branches and chair to review expenses and identify savings
 - Contribution margin for the Branch
 - Budgeted revenue and expenses
 - 3-4 Reasons why we are running a club wide deficit
 - Asking Branches to make 3% cuts, but we usually are under our budget any way. Would be 3% less than last year's budget.
 - Budgeting happens at the committee level
- Youth programs may need to use reserve funds to support Beckey Neilsen’s position. The Branch would not continue to pay this out.
 - We’ve committed 2 years of branch reserves to retain her.
 - FY2018 we’ve paid 15k and will for FY2019 again, but new revenue will need to be generated by the Youth Programs in Olympia to begin to be more self sustaining in order to retain Becky.
- One or 2 course could continue to be cheap/free, but need to continue to have increases in fees for course.
- Greg proposes that the remaining Branch reserves be used for a Branch location/clubhouse/program centers. FY2023
 - \$52,151.00 in Branch reserves but Becky Neilsen will get \$15,000.00 of that. Leaving **\$37,151.00 next year for Branch reserves.**
 - See below Officer’s notes as well with regard to budget information received.
- Mike Riley joins us
 - Various overhead sources from Budget Process meetings
 - Overhead becomes over 25% of overhead
 - As a Branch we need to figure out what our share of that.

1920 - Nominating Committee (Bob) –

- Our Branch Manual provides the power to form a Nominating Committee to our current Chair-Elect. But with great power comes great responsibility. Our able Chair-Elect, Mr. Bob Keranen, can give us an update.
 - Chair elect
 - 3 people for nominating committee
 - 1 person along with Bob so far.
 - Bob will get out a blog post or blast asking for nominees.
 - Treasurer

1930 - Officer Reports –

- Bob - Attended 3 summits
 - Climbing summit
 - Internal lottery for Branch priorities for locations, there are 8 locations, ie) Paradise
 - Equivalencies between Branches and differences, Seattle operation of equivalencies does not meet minimum club wide standards.
 - Talked about incident reporting and how to report these things.
 - Stewardship and climbing committee

- Michael Walther is a chair of this new committee tasked with climbing and finding new locations.
- Doug - Nothing to report.
- Siana - Try to organize dedication to the Paul Wiseman memorial.
 - Reaching out to Mike Riley for folks that remember him.
- Dee Ann - Monday Night Event Dealing with Adult Learners Program
 - Keep telling people on Monday night, beer is available.
 - 2 hrs long for leadership development.
 - August 1st is the Branch picnic at Pioneer Park
 - Social Chair there's 2 people that want to run as social chair as 1.
 - Marko will speak with them about it as far as a bilaws perspective. One vote???
- Kim - Absent
- Greg Lovelady - **Board Retreat notes 3/16/2019 - See pages 4+**
- Marko - Branch Chair retreat; did a exercise with problem behaviour reports. It was at the Kitsap Branch's new clubhouse.
 - Marko suggests that he will incorporate some of these bad behaviour problems into the Leadership Course.
 - Marko could have a one off thing for current leader or course or aspiring leaders.
 - The Branch Leadership council was talking about Child Protection measures. Committees are being formed.
 - Mike Riley is interested in being part of that.

2006 – Meeting Adjourned

ACTION ITEMS

- Mike McIntosh will look into a blog post regarding safety Quarterly. Pick an accident and post it. Something provocative. Spark opinions and questions.
- Marko is taking a look at the budgets and information from Becca and will get information out to committee chairs to decide on a new 2019 budget. Make sure that all the committees have their budget. Check out overhead assignments to the Branches

Supplemental Information from Greg Lovelady

Notes from the 3/16/19 board retreat (Tacoma) combined with the
4/9/19 Mountaineer staff sponsored budget webinar

1. Retreat objectives:
 - a. Reach consensus on the optimal plan to balance sustainable financial performance and continued strategic focus over the remaining Vision 2022 timeframe.
 - b. Agree upon specific next steps (including defined roles for staff and board) for advancing our most important unfunded Vision 2022 projects & priorities
 - c. Provide the Board enhanced tools & capabilities to be strong ambassadors for The Mountaineers, advancing our culture of philanthropy

2. Context:
 - a. Membership is up 41%; Revenue is up 50%
 - b. But, we lost a big Program Center rental contract, double counted something in Development revenue, and there will likely be a revenue shortfall in Seattle Branch's courses.
3. Proposals for addressing these financial deficits
 - a. Delay some organizational hires: Operations Mgr, accounting staff and Communications Mgr.
 - b. Cut IT-website budget by 25%
 - c. Other various cuts in books and programs
 - d. Ask for some help from branches (below)
4. Implications of above proposals
 - a. Limits staff and leadership capacity: Branch Leadership Cmte, Risk Mgt. Cmte, website improvements, etc.
 - b. Morale and staff retention issues
5. Feedback from board on these proposals?
6. Future financial stability – 3-year plan
 - a. What will be the impacts on our strategic plan, Vision 2020?
 - b. What will become lower priorities?
7. FY20 Assumptions
 - a. Branches will achieve “contribution” margins by:
 - i. Adhering to course pricing recommendations
 - ii. 3% increase in revenues
 - iii. 3% adult course enrollment
 - b. Improve youth programs bottom line (\$50k)
 - c. Delay re-hires of Communications, Ops, Accounting
 - d. Slight reduction in leadership development and recognition
 - e. Expect publishing to hit its budget
 - f. Increase revenue from new events and, rentals,
 - g. Website reductions (25%)
8. FY 21 Assumptions
 - a. All Branches achieve target contribution margin. In general, this can be achieved by:
 - i. Adhering to pricing recommendations
 - ii. 2% increased enrollment in adult courses
 - iii. 1% increase in branch expenses
 - b. 2.5% increase in admin expenses/general overhead
 - c. Slight bottom line improvement in youth programs
 - d. No meaningful investment in Conservation
 - e. Slight per person reduction of leadership development & recognition
 - f. 25% reduction of website improvement projects (3 rounds vs. 4)

9. Culture of Philanthropy – retain emphasis
10. Gala is this Saturday, 4/13/19
11. Satellite Branch Ad Hoc Committee Report
 - a. Basically “accepted” but we need to develop a motion for next board meeting
 - b. Progress slowed by committee chair Tab Wilkin’s death
 - c. Will be called “Chapters”
12. Branch “reserves”
 - a. Timeline extended by 3-years, until FY 2023
 - b. Branch strategic reserves locked at end of FY15 level
 - c. Proposals for use approved annually
 - d. Intent was for reserves to be spent down by end of FY20 unless otherwise approved by Board
 - e. Allow Branches to access reserves through end of FY23 (unless otherwise approved - e.g. for a program center)
 - f. Current total = \$230K (\$300K without Tacoma deficit)