

Olympia Branch Council, The Mountaineers

Minutes

10 JUNE 2020 / 1800 / Meeting held via Teleconference

ATTENDEES

- Officers: Bob Keranen, Marko Pavela, Greg Lovelady, Virginia Haas, Neal Kirby, Doug Hansen, Maxine Dunkelman, Beth Peden
- Guests: Various folks from around our Branch because this was held via Teleconference

Meeting called to order at 1800

1800 Introductions/Welcome Guests

1801 – Approval of MAY minutes – All

- All Approved

1803 – Olympia City Parks proposal for aid with a Climbing Wall - BOB/MIKE R.

- Bob K. was tasked with going to the city back near and around 2017 for an outdoor climbing wall that would be attached to a park.
- 2018 Mike Baker talked to Bob again and provided examples at other locations
- This has come up again in 2019
- Several thoughts were had and a climbing wall would be a great presents in our community
 - o It was brought up that the reserve funds were in the Program Center's pocket and we would need to ask for approval to "spend" it.
- Marko offered help as well with the meeting that will occur between the City and Olympia Branch
- Oly Council members noted that they are sensitive to the extreme cash flow/income threat the organization is facing currently and we don't want to exacerbate it.

1820 – Status of in-person meetings resuming at the Olympia Center (opening on June 22) - BOB K.

- Some people suggested that they like in-person meetings others expressed that they are fine with Zoom meetings.
 - o A slower approach to getting back to in person meetings.
- It was decided we will continue on Zoom until the foreseeable future. We can revisit as things will unfold.

1825 – Financial update on Club - further Staff cutbacks - BOB K.

- We have laid off 6 staff members at the program center so far.

1826 – 20/21 FY Budget planning - BOB K./BETH P.

- Save as much money as possible
- 3 Possible strategies to save money in the future
 - Rent for rooms
 - Printing
 - Food for potlucks ect.
- Not including any money for volunteer recognition
- No banquet or open house

1832 – State of the Oly Board Elections - NEAL K.

- Candidates are there, just setting up the election, Neal will look to the Program Center for help and he will hold them in August.
 - Marko mentioned that the Program Center will not help because they want us to do elections when they do it.
 - He suggested that he find something like SurveyMonkey to conduct the election.
- He will be collecting a statement from each candidate soon

1839 – Picnic Planning - VIRGINIA/MAXINE

- Holding pattern really until Phase 3 in Thurston County would take us to 50 people. By July 23rd we would need to be in Phase 4 to hold the picnic.
- Suggested that creating an event on the website with a roster to see who's interested.

1844 – Phase 1.5/2.0- Club Trip Openings - BOB K.

- They have opened trips for the club no more than 8 people and not more than 125 miles from home.

1852 – Classes status, Virtual content development, Zoom account, Google Classroom Basecamp/Training - BOB K.

- Foothill and Seattle have been putting on virtual content and creating it.
 - Donations have been suggested for \$10 or \$20.
- Bob is asking that someone in Olympia put together an online course for something climbing related.
- Kayaking class - John Dunlap - Might be running a class in August or September this year for 8-10 students.
- MOFA might still happen but online, also MOFA Refresher will happen online, Bob and the committee just need to do it.
- Google Classroom/ Basecamp training site to start these classrooms
- Mike K. thinking he still can do Navigation and how that looks

1857 – Climbing Permits/Field Trip Lottery - Bob K. for Mike R.

- Mike Reilly has been working with the climbing committee to work out permits for field trips.

1857 – COVID Phase 3 Meeting with Becca P. at the Program Center - Bob K.

- How to plan for phase 3 of Mountaineers trips and what we can do

1905 – Officer's Reports – All

- Greg Lovlady - Director Board of Directors report (APPENDIX A)
 - Apprehension about where the club will financially be in the future.
 - There's COVID blog for re-opening trips and activities
 - See below for full report as noted above in APPENDIX A.
- Beth Peden - Treasurer -
 - Beth financial committee meeting held recently
 - The club has issued nearly \$280,000 in refunds so far, with a potential of another \$140,000 of refunds in June.
 - We have spent nearly \$80,000 in legal fees this fiscal year and we're expecting to have some that expense reimbursed from insurance. (*What percentage? The PC didn't say*)
 - So far, we are only about \$57,000 below budget in revenue. This is really quite good considering what has happened this year.
 - PPP (Payroll Protection Program from the Stimulus package) We took out a \$652,000 loan. We don't know how much of this will be forgiven, but 100% is likely. This is really helping us stay afloat and on plan.
 - In March, we had nearly \$500,000 in course fees donated back to the club, and \$14,000 in April.
 - There will be an average 15% reduction in salaries and 401k contributions will be put on hold from July 2020 until Oct 2021.
 - **Starting June 15** Beth will be stepping away from the Treasurer position for a little while.
 - Anyone who has received a reimbursement check for a room rental from the Program Center and then they have received a reimbursement from the venue, you need to forward the check back to the PC.
- Marko Pavela - Past Chair
 - Nothing as Past Chair
- Doug Hansen - Secretary
 - None
- Neal Kirby - Chair Elect
 - See above for the branch elections
- Virginia Haas - Co-Social Chair
 - See above for the picnic information
- Maxine Dunkelmann - Co-Social Chair
 - Olympia News Letter (E-Blast) needs some kind of a review before what goes out to members. Maxine suggested that there's a review process by the submitters.
 - There was a submission for the Newsletter (several) that was changed before the newsletter was sent out.

1847 – Guest Reports – All

- Tom Eckhout - Scramble Course
 - Moving forward with Rock Field Trip on July 18th, 2020
 - There are 12 folks in the class still for this year

- Doug Hansen - Bolts Course
 - Still a maybe
- Carla Jonientz - Youth Programs
 - Still trying to do summer camps but they are moving them further down into the summer.
 - Was suggested they tier their volunteers as far as their involvement (physically) with the Youth Programs

1923 – Meeting Adjourned

Appendix A

Director's Report, Olympia Branch Council Meeting (Zoom)

June 10, 2020

1. **Mountaineers' budget.** Due to the world-wide pandemic, the organizations income is almost non-existent causing repercussions across the club which will likely continue into next year and perhaps beyond. Numerous actions have already been taken to help us survive this crisis, some of which have already been shared with the Olympia Council.
 - a. Loans. On May 21, the board of directors authorized staff to pursue a Small Business Administration (SBA) loan and discussed the possibility of accessing up to 25% of the Long-Term Building Fund (LTBF) if we're unable to secure the loan. These are extraordinary measures considered to address a gap in next year's cash budget of about \$200K.
 - b. Staff reductions. In addition to the four staff reductions already made, Tim Bugler, facilities manager, and Amanda Virbitsky (volunteer support & permitting coordinator) will be laid as of July 3; two open roles will be eliminated, one on the Youth Team and the other by combining the Outreach and Camps Associate Program Manager Positions; last, we will not fill the open conservation position. This totals six staff reductions. No further staff reductions are currently planned.
 - c. An important part of our survival strategy is to ensure our expenses set us up for a sustainable budget in 2022, though we must look forward to an extremely lean year.
2. **Trips & programs.** The Mountaineers has a phased re-opening plan for our programs with reopening having started June 6 with permission for small group trips and programs. This is Phases 1.5 and 2. More information about what to expect is on the "New Guidance for Re-Opeing" blog on www.mountaineers.org. This is subject to change at anytime so be sure and check the guidance often.
3. **Mountaineer Books.** On June 10, 2020 Board Fellows Dan Langis and Randall Stacy presented their analysis of philanthropy in non-profit publishing a supplementary Board of Directors session. Summary:
 - a. Until 2016, "Books" had been a cash cow for the organization when it began to register small (~5%) annual losses.
 - b. Books is already a very lean operation and has been experiencing pressure from Amazon and changing markets. It has been looking for ways to improve its financial stability, so it engaged in this study based on interviews and financial reviews of similar nonprofit publishers including Milkweed Editions, Island Press, Copper Canyon, Greywolf Press, etc.
 - c. The findings indicate that The Mountaineers' Books compares very similarly to the peer group across several metrics. For example:
 - i. Peer groups generate an average 22-54% of total annual revenue from contributions and grants, compared to The Mountaineers Books' 5%.
 - ii. Peer groups can generate more development revenue through:
 - o Commitment to fundraising from board of directors and staff.
 - o An explicit understanding that the non-profit funding model (not just the business model) is essential for driving mission impact while maintaining financial sustainability.
 - o A mix of small gifts, large gifts, and grants (all of which may not be available to Books).
 - iii. Mountaineer Books average number of employees and new titles/year: 20 & 35.
 - iv. Peer groups average number of employees and new titles/year: 13-48 & 20-38.
 - d. For more information see Greg for link to Power Point slides. (<https://s3.amazonaws.com/olympia-branch-council-content-distribution/2020/06/10/20200610-13020004.pdf>)