

ENFIA Board Meeting Agenda
October 08, 2019 10:00am
Placerville Ranger District, Camino

1. Meeting called to order at 10:15 a.m. Present were Larry Moore, President, John Prelip (via telephone conference), Vice President, Bruce Odelberg, Member at Large (Membership Chairman), Carl Gwyn, Treasurer and Dennis Price, Carson Pass Manager. Absent: Kristi Schroeder, USFS liason and Kathie Piaszk, retail manager.
2. Agenda was approved with the following additions under new business:
 - a. Gift for accountants
 - b. Benefits for members
3. Minutes of the September 10, 2019, meeting were approved.

Two board position are open for election/reelection for 2020

Contractor Reports

Retail (retail manager)

4. Kathie was not present.

Carson Pass (Carson Pass Manager)

5. Carson Pass manager report attached.
6. Noteworthy additions:
 - a. Dennis will buy a new digital combination safe because the current one is hard to operate. The purchase was approved at a prior meeting.
 - b. A bear canisters will be offered for sale. Only one or two will be kept on hand for sale.
 - c. Dennis will generate the list of inventory necessary for the opening of the station on Memorial Day. The inventory will need to be delivered to Dennis by May 15 so the station can be completely stocked.
 - d. Kathie will be asked to provide to the best of her ability the lead time necessary to reorder replacement products.
 - e. Carl moved, John seconded, and motion unanimously passed to move forward with the Square point of sale system for the station. John will head up this project assisted by Carl. Goal is to have the system in place for the 2020 season. Operation and viability for use at other outlets will be determined on the success of the implementation of the system at Carson Pass.
 - f. Retail committee will be revitalized; members are Dennis, Bruce, Kathie, Larry, Lisa Irving Peterson, and Robyn Patterson. Larry will confirm all members.

USFS

7. Kristi was not present.

Website Update

8. Website is up and running with the following information:
 - a. There is need for content update and addition on several pages.
 - b. Website gets about 20 hits per day.
 - c. Content is updated weekly during the season, as it is provided.
 - d. Board determined it would be beneficial to combine Carson Pass and ENFIA Facebook pages. Currently the link on the website to the Facebook page goes to Carson Pass. We would need a person to manage the Facebook page.

- e. Carl is in the process of adding Critter and Bird pages which will need picture input from the membership.
- f. Carl is also working on a "Wildflower 101" page which will have 10 of the most common wildflowers at Carson Pass that appear through the season. The color page will be able to be printed and taken on hikes to help start visitors on learning wildflowers. Some pages will be printed and available for purchase at the station for \$1. Goal is to add additional wildflower pages as time goes on.

Management Report

9. No new issues with the credit card people.
10. Phones at the Crystal and Carson Pass have been shut off.

Finance/Treasurer's Report

11. **\$68,178** in the checking account and **\$17,794** in the donation account. *rounded to nearest dollar

Membership

12. Defining/refining membership categories; the following membership categories were agreed upon:
 - a. Individual Membership: \$25 per year
 - b. Family Membership: \$40 per year; family membership includes spouse/partner and children living at the same address.
 - c. Complimentary membership: yearly board approved membership to individuals who offer a service to ENFIA. Example, the web designer.
 - d. Lifetime Membership: awarded to an individual who donates \$500 to ENFIA.
 - e. Honorary Lifetime Membership: awarded by the board to individuals named by the board for their service to the organization
 - f. Board voted to approve Honorary Lifetime Membership to Frank Tortorich.

Old Business

13. Bylaws update/revised: Bylaws were revised and will be available to the membership for their perusal and input prior to the General Meeting on December 7, 2019. Revised Bylaws will be voted upon at the meeting. The vote will be by members present and absentee votes are possible by email and regular mail.
14. Getting a new revision of our Bylaws approved will be difficult, as it will require a "50%+1" YES vote of a quorum the general membership. As far fewer than 50% of our members attend the General Meeting, we will need to promote voting by e-mail, and we will need a place for those e-mail votes to be sent. A proposed change to the Bylaws will be to require a "50%+1" YES vote of the members voting (in person, or via mail or e-mail) at the General Meeting.

New Business

15. Because of excellent service of our accounting firm, Prod'hon, several possibilities were discussed as a thank you for the firms work.
 - a. A certificate of thanks to be hung with other organizations plaques and certificates on the wall of their waiting room.
 - b. From time to time (frequency not established; will be board approved). These are suggestions and will have more discussion. The food items received more interest from the board:

- i. Flowers
 - ii. Sherrie's Berries
 - iii. Edible bouquet
 - iv. Apple Hill pie
 - v. Visit from the Gold County Barbarshop Chorus
- c. Put Prod'hon on our website as a partner/sponsor.
16. Benefits for Members were discussed. These possibilities were discussed and will be revisited:
- a. 20% discount on all purchases (maps included)
 - b. Member only hikes, hopefully with a USFS archeologist.
 - c. Coffee/Breakfast with a board member.
 - d. Overnight stay at the Silverlake Cabin- possibly as a raffle or prize for something to be determined.
 - e. Free wildflower sheets or "Passport" to members' children.
 - f. Free parking at Carson Pass.
 - g. Reduced or no donation for interpretive hikes.
 - h. New members welcome packet. Could even contain chocolate. 😊 (Okay, I added that to see if you were paying attention.)
17. The 20% discount on all purchases was approved by the Board. The ability for members to print membership cards is available through Wild Apricot. Carl will look into it.

Next meeting 10:00 a.m. December 7th, 2019 at the Shenandoah School House (General Meeting), to be arranged by Larry.

Meeting adjourned at 12: 45.

Carson Pass Report attached on following page.

CARSON PASS REPORT 2019

- **Volunteer hours** 4,822
- **Sales** \$46,500 down from \$49,500 2018.
- **PCTers** About 870, up from 550 2019 (we have an idea to get a more accurate PCT count).
- **Visitors** About 17,957, down from 18,737 in 2018.
- **Interpretive Walks** About 35 walks and 380 people > up from 300 2019
- **Walking Program** Awards will be presented at the Spring Meeting
- **The Junior Ranger Program** About 200 patches awarded. I'll apply for the Junior Ranger grant again for 2020.
- **Bear Canisters** This was the first year we tracked Bear Canister use. We loaned out 7 canisters. If they are being sold at other locations they should be available at Carson Pass, too.
- **New Safe** We continue to have trouble with the safe. Docents have trouble reading the dial numbers and even opening it. I'd like to purchase a digital safe with LED lights for ease of opening. Something similar to the one attached is under \$200.
<<https://amzn.to/3222eny>>
- **Carson Pass Committee** The management model at Carson Pass is teamwork and collaboration. This season we have added delegation of money and repairs/maintenance bringing our management team to seven dedicated volunteers.
- **New Management proposal** I am proposing we move management of the station to a committee model instead of a single manager. I will return for a final season as committee chair. The proposal has been submitted to Larry for approval. With the committee model we can move closer to a 100% volunteer operation and the manager salary will no longer be necessary. We are a volunteer organization and members participate because they believe in the mission, not the money.
- **Retail** Since Roxi and I assumed management we have increased income each year from under \$30,000 in 2014 to \$49,500 last season. Although we did not increase sales this year we can easily address this by simply focusing on policies already in place:
 1. All inventory needs to be on hand by May 15, about a week before opening.
 2. We need to reaffirm our commitment to opening and closing with as close to fully stocked as possible.
 3. We need to get the Inventory Committee up and running.
- **The Inventory Committee** was approved in 2017 but has yet to be allowed to function. Using the model of a knowledgeable, collaborative committee is the path to serving our mission and the public at the highest level.

Submitted October 7, 2019,

Dennis Price
Carson Pass Manager

