

ENFIA Board Meeting Minutes

May 19, 2020

The regular meeting of the Eldorado National Forest Interpretive Association took place on Tuesday, May 19, 2020. This was a video conference meeting with President Larry Moore, Vice President John Prelip, Secretary Carl Gwyn, Membership Chairman Bruce Odelberg, Treasurer/Retail Coordinator Keli Gwyn present. Also, in attendance were Carson Pass Manager Dennis Price, USFS liaison Kristi Schroeder, Christopher Sailor (USFS) and 13 ENFIA members.

Meeting was called to order at 10:00 a.m., PST.

Published meeting Agenda was approved.

Minutes from the April 21, 2020 meeting were approved.

Management report:

1. Information on permitting Kirkwood Stable to lead equestrian trips in the forest was circulated among the Board and feedback returned to the Forest Service.
2. ENFIA seeks guidelines from the Forest Service on reopening Carson Pass Station. ENFIA intends on following both California State and Forest Service instructions.

Retail Coordinator Report:

1. See attached report.
2. Board approved to finish purchasing of merchandise for when the outlets and Carson Pass Station do finally open.

Forest Service Report

1. Chris said that the state will have to be in Phase 3 of the reopening guidelines before any visitor centers or ranger district offices will open. Regarding Carson Pass, local guidelines will be followed, and the general protocols for Amador Ranger Station will be followed. A risk assessment will have to be done and problems mitigated.
2. The Forest Service is working with the concessionaire on reopening campgrounds as a priority. Concessionaire was given permission to begin work on reopening last week. However, campgrounds will not be opening on the Memorial Day Weekend.
3. The Forest Service is about two months behind schedule regarding campground opening. Risk assessments and hazard removal must be performed.
4. Law enforcement is operative.
5. Bathroom cleaning contract has been awarded. There was concern raised by the board on how the pit toilets can be rendered safe and clean on an ongoing basis.
6. Concerns about being able to open the Silver Lake cabin were expressed. The cabin may remain closed for the season, but the decision was deferred.
7. Chris and Kristi will let us know more as the reopening progresses and more information is available.

Carson Pass Report

1. Because of the pandemic, the station has not been prepared for opening. Such preparation will take some time before the station can open once clearance has been given.
2. Dennis will survey the docents on their feelings and input regarding working at the station this summer.
3. The station is a bit problematic due to its rustic nature and small size. Several options were discussed and research will continue to make sure the environment is as safe as possible for both docents and visitors. One model being looked at is to not permit visitors inside the station and conduct business through the windows and door with protective measures in place.
4. New cleaning protocols would have to be set in place for use of the Silver Lake Cabin. There will be no water supplied to the cabin during the summer.

Treasurer's Report: Per the April Balance Sheet, there was \$42,150 (rounded to the dollar) in the checking account and \$20,367 (rounded to the dollar) in the donation account. The Alpine Club donated \$2,000 to ENFIA.

1. Keli stated that she will work to not let the bank account fall below \$25,000. With our fixed costs around \$12,000, this gives us a two-year viability with no sales at all.
2. Board approved increase of insurance on the merchandise in the Missouri Flat Storage Depot to \$40,000.
3. Board approved obtaining a credit card for use in purchases rather than using the account debit card.

Membership

1. No change in membership since the last meeting.
2. We have had 27 past members not renew for the current year. They will receive lapsed membership notices around June 1.
3. There are about 10 Carson Pass docents who have not joined/renewed their membership.
4. I will be transferring the membership management back to Bruce as soon as he feels up to it.

Website/Square Hardware

All equipment has been procured for upgrading all outlets to Square. The last items were two Dymo printers for generating barcodes. One of them has been tested, and we can now print off barcodes for all merchandise that does not come with a UPC. The printers came with a barcode generator as part of the software which was a pleasant surprise.

We still need to get a Verizon business account for the two cell phone capable iPads. As mentioned before, this will be \$60/mo. One iPad will go to Crystal, the second is to be determined. We had originally planned for Georgetown, but when I was there the Wifi signal was excellent. Andrea at Placerville said the Wifi there was problematic so we may target the second for that location. It also gives us a backup should the Crystal iPad go down. We will be using the Volcano hotspot at the pass for our internet connection since they cannot supply DSL

as they originally had said. Bruce checked it out and found it functional. It is included as part of our phone service so we will have to keep that line open. If we close the line, we will have to pay a monthly internet fee to use the hotspot, which requires us to renew our subscription monthly.

We run about 30 visits/day. I have been continually updating the website with the bulletins on openings and closings of the forest. I had Carson Pass scheduled to open Memorial Day Weekend, but changed status today that it will most likely not open with more information to follow. Discovered that the SO was not on our contact page; this is now corrected.

Projects:

1. Update content. Larry has been supplying me with wildflower and critter pictures. I will be changing the Round Top area wildflower gallery as soon as I can
2. I can use pictures with descriptions for Meiss Meadow, Schneider Camp, Crystal Basin, Wrights Lake and Echo Summit. When I receive information for the Highway 50 Corridor, I will start Highway 50 Wildflower page.
3. Better contacts with membership. I feel we need to have a membership newsletter published, especially now with the uncertainty for what is happening in the forest with the pandemic. I will publish the newsletter through Wild Apricot, but I do not have the time to generate the content.
4. Lester Lubetkin is writing some excellent articles on maps. One is already posted under "Naturalist Nuggets," and I will be posting a second soon.

Old Business

Bylaws:

1. The Board approved a change in the draft document for Article IV Section 2 to change the wording from "time critical" to "time sensitive," and add "live" so the sentence now reads :

For a time-sensitive issue, an interim board meeting can be conducted via live electronic means.

2. The draft Bylaws will be cleaned up without highlighting or strike throughs. A copy of the new Bylaws along with a copy of the old Bylaws will be distributed by email to the membership to review before the next Board meeting.
3. Members will be invited to join in the next online Board meeting, June 16, 2020 at 10:00 a.m. During this short general meeting the members may ask questions or give comments. Voting will take place online or by submission of a paper ballot that can be printed from an email and mailed in. Voting will be opened from 10:30 a.m. on the morning of the June Board meeting and will close one week later on June 23, 2020 at 5:00 p.m.

The Amador County Fair has been cancelled and there will not be a booth at the Eldorado County Fair if it takes place so there will be no need for ENFIA members to help with fair booths this year.

A brief discussion of revitalizing the Highway 50 interpretive program was conducted. Kristi mentioned that there is a Forest Service travel trailer that may be capable of being developed into

a mobile information kiosk. ENFIA would like to establish its program out of Placerville Ranger Station, but while access is excellent, it is not visible from the highway. Improved signage would be beneficial.

Discussion on new agreements for Dennis, Karen, Keli, Ginger, and Carl that outline responsibilities without remuneration was deferred to a future meeting.

New Business

No additional New Business

Next Board meeting will be on June 16, 2020 at 10:00 a.m. This will be a virtual meeting with a short general membership meeting at the beginning for the business of updating the Bylaws. Agenda and meeting information will be posted on the Board page of the website, and the meeting time will be posted on the calendar on the website.

Meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Carl Gwyn
Secretary

Please see attachment below.

May 19, 2020 Board Reports

Retail Coordinator

I'm happy to report that I've been able to continue acquiring merchandise for our retail outlets, despite the pandemic. The vendors have been great to work with and have done a remarkable job getting the merchandise to me, despite the challenges they're facing. About half of what I ordered has already arrived, and the rest will be here soon.

I've reached the \$15,000 threshold the Board gave me when I asked for guidance and would like input on how to proceed. There are a handful of popular books left to purchase, the Rubicon maps, and a few assorted items that would cost around \$1,000 - \$1,500. However, I have yet to order the custom items for Desolation Wilderness and Carson Pass Station.

I would like to proceed with ordering caps and shirts for Desolation Wilderness. The Deso staff has been working with me to come up with a new design since the current one hasn't been popular with the Deso crowd. I have a very responsive vendor with excellent pricing that we've done business with for years ready to prepare mockups—free of charge. I'm unsure how to proceed regarding Carson Pass Station specific merchandise and would appreciate feedback from the Board.

I've begun entering the merchandise into our new Square point-of-sale system, and that's going well. Square recently added the ability to deal with sizing as part of their free system, which will make things much easier. My preference has been to fully utilize the free version of Square rather than using their paid Square for Retail option, and this sizing option should make that possible.

In working with two of our vendors, I learned that we had around \$600 in outstanding invoices with them. After confirming this with our accountant, Kirstie Martin, I authorized her to pay those bills, putting us back in good standing with the vendors.

Depot is open, so I can transfer the new merchandise to it and fulfill online orders again.

Treasurer

We had \$20,367.47 in the Donation Account as of the end of April 2020. The amount is \$2,000 higher than last month, thanks to a generous donation we received from The Alpine Club.

We had \$42,158 in the USB General Checking Account as of the end of April 2020.

I would like the Board to consider increasing the amount of insurance coverage at the Missouri Flat Storage Depot location due to the fact that we have more merchandise stored there than is currently covered. My suggestion would be to increase the amount to \$40,000.

I would like the Board to consider obtaining a USB credit card for our Retail Coordinator to use rather than using a debit card since a credit card offers more protection than a debit card.