

Draft: Penn's Woods West Trout Unlimited

Board Meeting—March 5, 2020

TU Mission: To conserve, protect and restore North America's Coldwater fisheries and their watersheds.

Attendees: Dale, Ian, Chuck, Nora, Bryan, Bob Bukk

Topics (Meeting Opened 7:30 PM):

- 1) Welcome and call to order
 - a) February Minutes... motion to approve: Bryan, 2nd: Dale. **<passed>**
- 2) Old Business
 - a) Financial Tracking. Long e-mail from Ed, seems settled on Quicken.
 - b) Clearances. Five Board and 8 others in. Dale's are up for renewal in May. Ian will contact rest of board for theirs.
- 3) New Business
 - a) Committee/Officer Reports (see below). Some discussion on reports. Some great appreciation for the volunteers – Bryan indicated we may be able to slot next year's Cabin Fever on 2/28/2021; he'd like to get it out soon if possible. Consensus was that it was a good idea and we should look at getting it lined up. One suggestion that Flea Market and raffle tickets be moved outside into the hall area – will have some discussion on how to maximize space. Bryan, Nora, Jodie, Dale planning a Cabin Fever post-mortem/look-ahead; Bryan will organize.
 - b) Appointment of additional board members. Ron not interested in education. Chuck proposes board seat for Ron Milavec. Some discussion on why we need an extra board member – Chuck wants him to cover Bar Flies, Monroeville Sportsman's Show, etc. Chuck suggests board can fill a vacant position. Bob noted that we've always had folks on the board who were not assigned a duty – provided several examples. Chuck moved, Bob Bukk, seconded, adding Ron to the board for a 2 or 3 year term. **<passed unanimously>**
 - c) Rivers Camp, Kenton Buchanan – candidate. Do we want to support with the \$550 contribution on condition of him coming to a meeting and giving a brief talk to PWWTU. This is a week-long conservation camp in Harrisburg area. Chuck moved that we fund Kenton for \$550, Bob Bukk 2nd. **<passed unanimously>**
 - d) Resolutions & Policies. These have been pulled from the TU National handbook, mostly word for word.
 - i) Permitting resolution Res 20-1 – Moved: Chuck, 2nd: Dale. Discussion on not over-burdening ourselves with red tape, but some of these are needed for satisfying funding agencies. We'd like the ability to do this if needed. **<passed unanimously>**

- ii) Governance resolution Res 20-2 – Moved: Chuck, 2nd: Bryan. Discussion around the number required for approval; kept the supermajority requirement at 2/3s. **<passed unanimously>**
- iii) Conflict of interest policy Pol 20-01 – Moved: Chuck, 2nd: Ian. Discussion around describing a conflict of interest. Main thing is to make it clear that possible conflicts may exist, and, in some cases, a board member might have to recuse from some decisions. **<passed unanimously>**
- iv) Document retention policy Pol 20-02 – Moved: Chuck, 2nd: Nora. Discussion – Bob commented that foundations require regular reports documenting where their money went. Board noted that grant reports should fall under a new category “Grant Documentation” with a retention period of 7 years. Appropriate officer will retain documents, though some might be kept in the cloud or online. We probably need to produce documentation on where each category should be kept. **<tabled>**
- v) Financial oversight policy Pol 20-03 – Moved: Chuck, 2nd: Bryan. Discussion – TU National wants monthly audits, we’d prefer quarterly since we have so few checks each month. **<passed unanimously>**
- e) Cabin Fever Review
 - i) Admission table discrepancies – resolved per Ed’s e-mail.
 - ii) Other discussion occurred earlier during introduction.
- f) Board Retreat
 - i) Location: Highlands Market, Seven Springs
 - ii) Date: Saturday April 4, 2020. 9:00 AM-noon.
 - iii) Topics
 - (1) Conservation initiatives (Mathie)
 - (2) Communication (Buffington) – newsletter, web site, social media.
 - (3) Insurance issues (Buffington)
 - (4) Cabin Fever (Mathie)
- g) Roughly half of the Cabin Fever recruits (8/16) were women.
- h) Adjourned

Meeting closed 8:25 PM

Important Dates: (most are listed on the PATU website)

- Apr 4 Next Board Meeting at Retreat
- Apr 11 Mentored Youth Day (PA)
- Apr 18 Regional Opening Day of Trout (SE opens 4/4/20)
- May 24 Fish for Free Day

Committee Reports

Penn’s Woods West Chapter of Trout Unlimited
Officers and Committee Chair Reports

Month: March Year: 2020

Committee Chair: Bryan Mathie

Committee: Conservation

Chair Report:

Committee Chair: Nora Cline/Jodie Minor

Committee: Women & Diversity

Chair Report:

We are looking forward to a great 2020. We had 16 women join us for our kick-off lunch in January and 9 for our February fly-tying event. We also have a busy March. We will share more during our March 9th meeting. We have an introduction to fly fishing session "Casting and Tea" planned for March 14. This gives women interested in "trying" fly fishing a chance to learn more without committing to a full class! Our calendar includes something for everyone and our women are also interested in doing more with conservation!

We are also building connections with the Forbes Trail TU Women and Diversity group and are collaborating on the annual PA Women Angler's Leadership Retreat. STREAM Girls is scheduled for June 6-7 this year. We look forward to an exciting year of building diversity and continuing to grow our membership!

Committee Chair: Jamie Schroder

Committee: Membership

Chair Report:

We had a good deal of interest in the TU organization as a whole and Penn's Woods West chapter. Of the 16 people who joined, 6 are women and 3 of those have been to outings and/or meetings. We handed out lots of patches, all the "Flies, Ties & Lies" books, flyers for our chapter and the women's initiative.

On a side note, in talking with our neighbor Hook & Hackle, I let the owner Ron know I'd like to build a rod and he said they don't do that at their store. But he could arrange to do a class for members of our chapter! He said that from start to finish it would take about 6 or so hours. I'm excited by the offer and possibility. I told Bryan and know he said he'll be in touch with Ron.

Committee Chair:

Committee:

Chair Report:

President: Chuck Buffington

Congratulations to Dale, Bryan, Ed and Jodie plus all the helpers for a great event. Our suggestion box worked pretty well, I think (see following). There are some interesting ideas. We should be sure to fix the issues in 5, 9, and 10. Food trucks in the back parking lot? Chris Wood? 50:50 raffle...all food for thought.

2020 Cabin Fever: Suggestions for Improvement

12 forms were received, some with multiple suggestions:

1. Chapter needs to get newsletter up again
2. Food Trucks
3. Try to get more fishing vendors and guide service people
4. Larger room
5. Provide more details for vendors such as the correct table size and access times
6. Advertise to vendors a. add details to vendor information on website
7. Fly shop vendors were notably absent
8. Event needs more advertising:
 - a. Continue with PG
 - b. Consider a road-side sign on rt. 19 the day of the event
 - c. Send emails to notify other TU chapters
 - d. Advertise in "Outdoor News" and other similar publications
9. Speaker Hall is too small and hard to hear speakers in the back because of noise coming in from the vendor area. Suggest closing the rear access to the speaker hall and having people come in from the lobby AND a better sound system.
10. Advertise speakers better
11. Consider using barcode technology in the flea market
12. Consider a short (one hour) live auction of:
 - a. Fishing gear
 - b. Guided fishing trips
 - c. Donated rods and reels
13. Consider having a 50:50 raffle...give ticket sellers an incentive (10%) to sell tickets
14. Make it a 2-day event
15. Invite Chris Wood, TU President, to speak at Cabin Fever

Officer: Treasurer: Ed Barger

The financial position of our organization is strong. Our account balance has increased from \$45,363.34 at the beginning on January to \$53,270.83 as of March 6 due primarily to receipts from the annual Joe Kline fly sale (\$1104 net), the Allegheny Sport, Travel, and Outdoor Show (\$300 donation), and the annual Cabin Fever event (\$7,220 net as of 3/6/2020). For this calendar year total income to date (March 5) is \$20,352.84 with total expenditures of \$12,445.35. Next tasks are to close out accounting for the end of the new fiscal year on March 31, 2020 (including finalizing financial information for the Cabin Fever event), and to prepare the required annual financial report to National TU by May 15. I hope to have a draft of this report available for review and discussion by the board by the next meeting.

Ex-officio: Dale Fogg

Cabin Fever Report Cabin Fever went very well. Vendor area was sold out weeks prior to the show, with a waiting list. Jodie ran a great group of volunteers. For managing the Flea market for the first time, she did a fantastic job. Jodie also organized all of the volunteers for the day, having a plan and a schedule made that part of CF work smoothly. The vendors reported that they saw good traffic and sales. Several vendors expressed interest in returning next year, NorVise, Juniata Troutfitters & Nemaquin to name a few. The speakers had nice presentations, and enthusiastic crowds. Attendance numbers were not reported as of yet, but I feel as though they were not quite as high as in past years, although still successful.