

Penn's Woods West Trout Unlimited

Board Meeting—May 7, 2020

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

Attendees: Ian, Bob, Chuck, Bryan, Ed, Nora, Bobby, Jamie, Ron, Christian

Topics (Meeting Opened 7:30 PM):

- 1) Welcome and call to order
 - a) April Minutes... motion to approve: Bryan, 2nd: Ed. **<passed>**
 - b) Chair & officer reports – Chuck happy to see checks listed in Treasurer report, should satisfy some of the comments from the web site survey. Women's group doing a virtual meeting this month. No other comments of note.
- 2) Old Business
 - a) Travel Reimbursement Policy – some discussion of the new policy put together by Chuck and Nora. Ed suggested we plan to estimate costs for next year's conferences, etc., so that we can properly budget for them if reimbursement requests are anticipated. One change: alcohol reimbursement is not allowable. Motion to strike policy II.a.iii.1 to indicate that PWWTU will not reimburse for alcohol by Nora; 2nd Bob. **<passed>** Ed moved to pass policy as amended, 2nd: Bob. **<passed>**
 - b) Youth Protection Policy – two meetings in the past month. Bob and committee went over policy with National TU and they recommended seeing a lawyer. The difference appears to boil down to added background checks in PA, and that TU's policy is designed for longer trips than we tend to do. Franklin Tate (TU Director of Youth Programs) confirmed that we are covered by National's insurance. Modified policy to tighten section I then added a link to National's policy. Also reworded C3 and C4 to better define how youth would be transported and treated in case of medical emergencies. Added a couple additional references in the appendices – State of PA requirements and a link to National TU. Kudos to Bob Bukk from the board and from members of his committee. Chuck proposed one change: adding under II.C.4 (pushing extant C.4 to C.5) – “Two adults need to be with youth at all times; for example, waiting for a parent, grandparent or legal guardian to pick youth up following the event.” Moved Chuck, 2nd: Bobby. **<passed>** Motion to amend II.C.3 to read “... in a PWWTU event must be done by a parent, grandparent...” Moved Ian, 2nd: Nora. **<passed>** Motion to accept policy as amended – Ed, 2nd: Jamie. **<passed>**
 - c) Annual Report to TU – new report built by Ed from Quicken that corresponds to TU National. Cash flow report now lines up with TU's needs. Ed needs input on items 59-93 so that he can formally submit the report. Fiscal year this time is 10/1/2018-3/31/2020 due to a change in fiscal years to align with TU. Please send volunteer hours/details to Bob Bukk. Some general discussion of the report and of the volunteer estimate needs. Noted that we have cancelled our

bulk mail permit and got a substantial refund. Bobby Heil noted that our members using the web site seem pleased with the fact that we are publishing the financials.

- d) Website and Communications Strategy
 - i) Overall strategy – replace newsletter with website and maintain mass e-mail communication with members.
 - ii) Survey results – generally positive, several constructive critiques that are being addressed.
 - iii) Google Analytics for site – clear correlation between Chuck sending notice of new content and spikes in web site traffic.
 - iv) Need for content – plea for content.
 - e) Banquet and Fund Raiser in the fall – Covid19 is the hang-up here. Until things have truly opened, we likely need to be looking at 2021 after, hopefully, things return to normal. Bobby will get the committee together once things show some signs of resolution.
- 3) New Business
- a) Raffle Strategy Review
 - i) Cabin fever raffles went fine from the perspective of running them, but additional work needs to be done ahead of time to line up more prizes. Christian noted that offering a deduction in vendor price has often been successful, but Bryan noted that some vendors showed up with nothing or rather trivial donations. Bryan is going to work to get them to commit ahead of time. Ron noted that we need 3-4 or more rods to have a raffle. Bryan is working on this now. The new contact method worked **very** well in terms of getting the prizes to the winners.
 - ii) Art raffle – worthwhile if we can promote it better. Bobby thinks we may need to piggy-back the artwork with another item or two to broaden interest. Bob suggested something like a Black Friday raffle for several hundred dollars' worth (or more) of gift cards. Chuck thinks we need to flesh the ideas out a bit more.
 - iii) 50-50 – Cabin Fever? Tabled.
 - b) Speakers and topics for fall meetings – Christian would like some names, but Covid19 is still a possible issue. Suggested the possibility of a Zoom meeting, which we may need to be prepared for in the fall. Best case is we might be able to get a big-name speaker on a Zoom meeting as one of our normal meetings.
 - c) Update on Cabin Fever 2021 – detailed update from Bryan sent earlier. He followed up with additional comments in the call; Cabin Fever planning is coming along well.
 - d) Scholarship for college students – tabled.
 - e) Tee shirts – tabled.
 - f) Possible Retreat – should we put a retreat back on the table? Yes. Bobby will follow up.

Ed moved, Chuck 2nd. Adjourned

Meeting closed 9:00 PM

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

Committee Reports

Penn's Woods West Chapter of Trout Unlimited

Officers and Committee Chair Reports

For Month of April Year: 2020

Committee Chair: Bryan Mathie

Committee: Conservation

Chair Report:

Committee Chair: Nora Cline/Jodie Minor

Committee: Women & Diversity

Chair Report:

Committee Chair: Jamie Schroder

Committee: Membership

Chair Report:

Committee Chair: Ron Milavec

Committee: Education

Chair Report:

President: Chuck Buffington

I've been working on the website with a goal of improving communication with members. It's clear that our old print and mail newsletter, Hatches and Rises, has lagged since Christian gave up the reins and since electronic delivery of newsletter has become common. My effort is to have an up-to-date and lively website that provides benefits to our members just as H& R used to do.. It's clear that few members visit the site spontaneously, so we'll be keeping the "Constant Contact" email blasts to members going. These blasts have been titled "Hatches and Rises" in honor of the former magazine. The website offers a widget that collects recent entries and posts in chronological order, so this information with links can be sent by email to members. It's located on a page under "all the news" and I'm hoping that our "readers" will learn to go there first when visiting the site. CONTENT IS NEEDED Bryan, Christian and Bobbie have sent in articles and posts. Please keep an eye out for items that you think the membership may be interested in. I posted the "Secret language of Cartoons" as a trial balloon, and it ranked #2 in the links that members clicked on. Just goes to show that we can stretch the limits beyond fly fishing and conservation a bit..

Vice President: Bob Bukk

Would like to submit the Youth Policy document that was worked on by Bob Heil, Christian, Bryan and me for approval by the Board.

Officer: Treasurer: Ed Barger

Audit of 1st quarter transactions completed by W. Reineman with no issues. W. Reineman resolved a mysterious transaction listed in the April 2019 checking statement as a miscount by him of monies being deposited from Cabin Fever. This allowed me to complete the financial portion of the annual report to TU (now due on August 15 due to COVID-19 issues, but typically due on May 15) with the adjusted amount. I will work with Bob Bukk in the coming week to finish the report on annual volunteer hours.

Current checking account balance: \$51,886.54.

Transactions in April:

- Check #1513 to Laurel Hill Trout Farm for \$560 as sponsor for Allison Park Sportsmens Club Kids Fishing Event on April 18 (former opening day). Per Gary Franceschina, APSC Treasurer, the kids had a great time even under the current social distancing restrictions.
- Check #1514 to Charles Buffington for \$305.49 - reimbursement for payment for Benchmark e-mail service
- Check #1515 for \$18.10 as payment for 3/2020 board meeting phone call
- Deposit of \$507.15 from USPS as refund of remaining funds in non-profit bulk mailing deposit.
- Check #1516 for \$625.00 as reimbursement to Bryan Mathie for deposit on 2021 Cabin Fever

Ex-officio: Dale Fogg