



KEYSTONE TRAILS ASSOCIATION

Board of Directors Meeting Minutes



Saturday, October 14, 2017

Weikert, PA

Directors attending: Paul Shaw, Ernie Werstler, Bob Merrill, Katie Barker, Donna Thompson, Dave Gantz, Jack Hauler

Also attending: Joe Neville and Brynn Furnace

President Shaw called the meeting to order at 3 PM.

AGENDA

I. **Opening Remarks** (Paul Shaw, President)

A. Announced that his term is ending and he has enjoyed serving on the board.

II. **General Membership/ Public Comments** - none

III. **Approval of the Minutes of the 7/29/2017 Board Meeting**

Motion to approve the meeting minutes from July? Katie Barker motions to approve, Ernie Werstler seconds. No discussion. All in favor, motion carries.

IV. **Treasurer's Report** (Rob Altenburg was absent. Joe Neville gave the following verbal report:)

A. Review of 2016 – 2017 Budget

- a. Joe Neville gave a breakdown of the report. KTA ended the year in the black over \$13,000. On the income side, wholesale was lower than expected, but retail was increased. We added several new items to inventory this year.
 - i. Discussion on the lower wholesale numbers and reduction in contributions ensued.
- b. The group discussed the success of the year's programs.
- c. The large amount of miscellaneous income was due to the Patagonia Grant we received thanks to Dave Gantz.
- d. Staff costs decreased because Brynn has her own health insurance this year. KTA paid for Sara Haxby's health insurance in the past.
- e. Trail Care budget has money left over in the account that was unused in previous years.
- f. Paul asks about the Quehanna Trail Challenge having a year to date number of 0. This is an unexplained line which should be removed. There is no such event.

Motion to approve the report pending audit? Ernie motions, Katie seconds. All in favor, motion carries.

B. Review of Proposed 2017 – 2018 Budget

- a. Discussion of the proposed budget ensued.
- b. Executive Session (recorded by Katie Barker)

- i. Joe Neville and Brynn Furnace were temporarily excused.
- ii. After noting that KTA had ended the year in the black, Paul Shaw suggested \$5000 bonus for Joe Neville and \$2000 bonus for Brynn Furnace. Discussion ensued, followed by general agreement on these amounts.
- iii. Ernie Werstler suggested that we revise the proposed 2017-2018 budget to accommodate these bonuses and still show a modest surplus. Suggestions to raise expected contributions to \$47,000, salaries and wages to \$83,000 and to increase payroll taxes by \$100 were agreed on by those present.
- iv. Joe and Brynn returned.
- c. Proposed budget adjustments: Increase total contributions to \$47,000, salaries and wages to \$83,000, and payroll taxes to \$1,300. Total Gross Profit becomes \$182,290 and Total Expenses become \$181,100 leaving a positive budget with a surplus of \$1,190. Brynn will receive a bonus of \$2000 in the next pay period. Joe will receive a bonus of \$5,000 at a time of his discretion.

V. **Committee Reports**

- A. Trail Care Committee (Donna Thompson)
 - a. There was a large number of volunteers at the beginning, but numbers dwindled over the season. We need to entice people to join a work crew and find new ways to market trail care events.
- B. Finance Committee (Jim Foster) - none
- C. Executive Committee (Paul Shaw) - none
- D. Nominations Committee (Ed Lawrence for Wanda Shirk) - none
- E. KTA AT Section Committee (Jim Foster) – see attachment
- F. Patch Committee (Jack Hauler)
 - a. Golden Eagle Trail will be the next patch created.
- G. Publications Committee - none

VI. **Action Items**

- A. Filling Jim Foster's unexpired term (Paul Shaw)
 - a. Paul suggests Wayne Gross be appointed to the board.

Katie nominates Wayne Gross to the board. Bob Merrill motions. Ernie seconds. All in favor. Motion passes.
- B. Paul motions to recommend the revised budget to the council for approval. Katie motions. Donna seconds. All in favor, motion carries.

VII. **Other Business**

- A. Discussion: KTA Awards (Katie Barker)
 - a. Katie proposes that KTA may award certificates of achievement to nonmembers based on nominations from member organizations for work on projects that benefit hikers and/or trails in Pennsylvania on an annual basis. This award option would allow clubs to nominate someone who may not be a KTA member.

Motion to create this award? Ernie motions. Jack seconds. All in favor, motion carries.
- B. Discussion: Thyra Sperry Memorial

- a. Paul suggests to rename our award to “The Thyra Sperry Volunteer of the Year Award”.

Motion to rename the award? Donna motions. Dave Gantz seconds. All in favor, motion carries.

- C. **Next Board and Council Meeting:** January 6, 2018, Mechanicsburg, PA.
- D. **Next Board and Council Meeting:** Saturday, April 14, 2018, Jim Thorpe, PA

Motion to adjourn? Bob motions, Katie seconds. All in favor, motion carries. Meeting adjourned at 4 PM.