

Steering Committee Meeting Minutes

Monday, January 9, 2016

Attendees

Melissa Johnson, Ian Jessup, Tim Warfel, Hunter Johnson, Andrew DuBois, Brent Shultze, Danny Martin, Andy Gillock, James Hall

Absent: Karen Green

Officer Reports

Chair - Melissa

Resignations - Karen as co-chair

Need to put request out to membership to request co-chair and new steering committee members since usually this is done at meeting in February; Melissa will work on letter for approval at meeting in February

Treasurer - Ian

Ian is now the Treasurer SWPARC - has pre-paid credit card; we need budget for COPARC before the end of January, and submit it with our goal; Ian will send draft budget proposal prior in the next couple of weeks for our approval via email

Budget:

- Current finances - approximately \$2700
- Potential expenses- upfront costs for shirt production, meeting costs; theater rental?
- Projected income - shirt sales + silent auction in past has been about \$1500, can charge for field trips, ARC can help find additional funds
 - Brent generously offered to donate 4 hooks worth \$60 each
- Meeting - Registration fees usually covers costs of venue, speaker, concessions (food) - net zero; probably joint auction with SWPARC where we get money from our donations
- Charge fee for field trip and possibly cost of shuttle services or transportation if we have a field trip to Otero from Denver

Old Business

New information on SWPARC -

- Ohio Park voted in as chapter
- Annual report did not include state chapter - COPARC only chapter to submit annual report, PARC extended deadline; Copies will be available for distribution soon
- Strategic plan - rough draft expected next month; Ian will include in next month's agenda

- Positions open
 - Co-chair nominations
 - Federal coordinator position in limbo - Jen (?) out next Thursday, getting extension?
- Can't advertise due to election issues
- Fiscal requests due end of month

SWPARC annual meeting

- midWest PARC cancelled their meeting so we may include MWPARC meeting Summer 2017
- July or August as tentative date, but need to avoid other meetings
 - None last 2 weeks July - Rodeo, NM conferences,
 - early July?
 - JMIH 7/12-16
- Denver not officially selected, but votes headed that direction
- No official committee - Clint, Ian, ML, Brian Alcone (zoo)
- Need larger venue - likely hotel ballroom
- Considering full weekend with field trips, dates - Th/Friday meeting with Sat/Sun field trip
- Joe E. and Ian discussing ideas for field trip - Jeff CO; rattlesnake tracking project Rabbit Mountain; North Table Mtn Jeff CO; shuttle to Otero overnight - Will depend on dates

New Business

Steering committee reports -

- Socials - Andrew
- Tshirt sales - Brent
- Trips and surveys - Tim
- Website - Danny
- Community events and outreach - Karen, Brent, Andrew (SWPARC group)
- Annual Meetings - Ian
- Wildlife and Habitat Roundtable - Andrew

Social

Winter - movie viewing in Boulder

- Brent got permission from Ray Morgan to show movie - if in theater and we give him dates, he may attend
- He offered to send DVDs and BluRays to sell after showing - may be able to split the proceeds
- Need to select site and date - Andrew will contact the Dairy Arts Center & ask availability in February and will do poll based on what they have.

March/April - Colorado Plus in Wheatridge has entire upstairs area for large groups; pub with microbrews; Andrew/Tim will discuss dates and possible joint field trip for this social

Shirt sales - (Brent)

Found potential printers in Denver and Hays to check prices

- different designs for field trips - logo on front and design change on back, would increase cost
- Best deal if we have a higher minimum order - 50 shirts on high end for past orders
- Suggested instead of one for each field trip have one shirt for 2017 with meeting and all field trips on single shirt
- Pre-order with meeting registration \$8/shirt + \$.50 for extra color or bigger size

Field Trips (Tim)

- Tim will be gone for a lot of the year, so will help organize trips but needs help
- As discussed before, we need a "lead" for each future trip
 - Can be a different person for each trip depending on location and who attends
 - In charge of planning, agenda, directions/maps, and group communication (website and FB pages), dates on Google calendar
 - Ensures "Best Practices" are followed: Field Herping etiquette, biosecurity protocols, waivers signed
 - Education and supervision of younger participant
 - Need specific guidelines, release forms, and sponsors/partners (if applicable) for each trip
- Suggestions for trips
 - Kansas/Colorado border trip - Sept?
 - Otero
 - Chatfield - before raising water level
 - Western slope?

Action Items

Andrew dates for movie and venue in February

Survey for field trip preferences from Tim and Andrew

Melissa - letter to membership requesting steering committee members and co-chair

Budget for COPARC - Ian

Adjourn - 7:57 pm

Next Meeting Feb 13th 7 pm

Future agenda items

Community outreach to sportsmen for disease prevention (fishing, hunting, etc.) - waiting on materials from National Disease Task Force

Request from Membership

- New steering committee and co-chair
- New SC members
- Volunteers to help with annual meeting planning
- Website contributions - photos, suggestions, literature page, college suggestions
- Trip protocols and waivers