

**SADDLEBOOKE HIKING CLUB  
BOARD MEETING MINUTES  
DECEMBER 1, 2010**

**Call to Order & Attendees**

David Hydeman, President, called the meeting to order at 2:50 p.m. in the SaddleBrooke HOA#1 Activity Center. In attendance were David Hydeman, Elizabeth Tancock, Ken Wong, Frank Brier, and Roy Carter.

**Meeting Minutes**

Minutes of the Board Meeting conducted October 6, 2010 and the Member Meeting at Catalina State Park on October 29, 2010 were reviewed and approved.

**Membership Report**

There were 497 total current members as of November 5th, up 24 members from the 473 reported at the October Board meeting. There was no information available on 2011 dues payment status, but a notice will be sent out at the end of January if there are still members who have not paid 2011 dues.

**Treasurer's Report**

- Opening Balance: \$5,134.28
- Closing Balance: \$4,746.17

Deposits for the month totaled \$645.00, all from membership dues. Disbursements totaled \$1,033.11, resulting from payments for picnic expense, state land passes, a donation to the Arizona Trail Association, printing, seminars, programs, and the upcoming activity fair.

Still pending are two actions: 1) developing a budget / summary cash flow to serve as a reference for the financial status of the club as we progress through the fiscal year; and 2) reviewing the rules for tax-exempt clubs and determining our compliance.

An action was assigned to Ken Wong to place a reminder in the next newsletter repeating the reminder for payment of 2011 membership dues.

**Chief Hiking Guides' Report**

Statistics for hikes conducted in the October-November timeframe were as follows:

- Number of total hikes unavailable
- 147 total hikers (31 A, 36 B, 59 C, and 21 D)

**OLD BUSINESS**

**Activity Fair**

We are registered for the Activity Fair scheduled for Saturday, January 15, 2011. Time is from 8:30 a.m. to 12:00 noon.

**Communications Committee – Communications Plan**

An updated draft of the Communications Plan developed by the Communications Committee was handed out to Board members by Ken Wong. The matrix lists all the communications activities for the Club, defines roles and responsibilities, timetables, and serves as an overall communications plan. In

the interest of time, Board Members were requested to review the plan outside the meeting and be prepared to discuss and approve a final version in the February Board meeting. During the meeting, several inputs were received and will be incorporated in the next draft.

## NEW BUSINESS

### Activity Fair

Dave Hydeman is in the process of enlisting volunteers to staff our table. Dave Sorenson, Publicity Coordinator, is developing a brochure to be available for the Fair. He had received prior approval from the Board to spend approximately \$80 toward this project.

### Merchandise Chairman

It was noted that Sandy Businger has resigned as Merchandise Coordinator. A search for her replacement is underway. There are no current candidates.

### General Information

- Room reservations for Board Meetings and Hike Guide Meetings have been made for 2011. They will continue to be at the HOA#1 Activity Center. We have our usual time slot from 2:45 – 5:00 p.m., except for December 7, 2011. Start time will be 3:30 p.m. instead of our usual 2:45 p.m. start time.
- Our website now has a revised Hiking Log Form, a revised Newcomer's Orientation page, and a new Programs page listing all the upcoming programs.
- The Contact List has been updated for recent changes.

### Email Software Proposal

Ken Wong proposed purchasing an email software package (SendBlaster, about \$135) that would enable bulk emailing of communications to club members. A discussion of the time it takes for Carole Rossof to send out emails was the driver behind this proposal. There was much discussion on the issue; but no vote was taken on this proposal. However, Roy Carter volunteered to be the email coordinator (a new position) for the club, handling all emails going to club members. No vote was taken on this proposal. The action leaving the meeting was for Ken Wong to talk to Carole Rossof and determine where she stood on segregating her Newsletter duties to relieve her of distribution.

### Happy Hour Door Prizes

Frank Brier proposed giving out door prizes at Happy Hours as a stimulus to attendance. The door prizes would probably be gift certificates similar to what was given out at the Club picnic. Further discussions resulted in the idea being tabled.

### By-Laws Change

Preliminary language for changing the By-Laws to formalize the positions of Co-Chief Hiking Guides has been drafted by Roy Carter. Board members were requested to review the draft and make any suggestions for change. The procedure for changing the By-Laws states that the vote must take place in a member meeting. We decided to have a special member meeting early in the New Year to change the By-Laws so that the new positions (if the change is approved) can be finalized in time for a candidate search and the subsequent election on March 18th. To keep the special meeting attendance small yet still afford members the ability to vote, we will allow "absentee" ballots to be cast via email for the approval of the By-Laws change. A date for the special meeting will be set by Dave Hydeman.

### Archiving of Club Documents

Ken Wong proposed buying an external hard drive to archive key club documents such as newsletters, minutes, and Treasurer's reports. Roy Carter indicated that the club website allows for archiving of such documents. Ken Wong will contact Lynn McCrossen, HOA#1 webmaster, to obtain details and determine what is allowed.

**Next Meeting**

The next regular Board meeting will be held on February 2, 2011 at 2:45 p.m. It will be in the HOA#1 Activity Center at the SaddleBrooke Country Club.

**Adjournment**

The meeting was adjourned at 4:07 p.m.