

**SADDLEBOOKE HIKING CLUB
SPECIAL BOARD MEETING MINUTES
DECEMBER 7, 2010**

Call to Order & Attendees

David Hydeman, President, called the special meeting to order at 4:09 p.m. at the SaddleBrooke HOA#1 Clubhouse. In attendance were David Hydeman, Bill Leightenheimer, Ken Wong, Frank Brier, and Roy Carter.

DISCUSSIONS

Summary of 12/01/10 Board Meeting

A discussion to review what transpired in the 12/01/10 Board Meeting related to emailing of club communications to members took place for Bill Leightenheimer's edification since he missed the meeting. It was noted that Ken Wong had been asked during this Board Meeting to query Carole Rossof's opinion if the responsibility for emailing the newsletter were to be given to someone else.

Carole Rossof Response

Carole Rossof was contacted on 12/01/10 by Ken Wong, and she indicated that she preferred to continue with Newsletter editing and Newsletter email distribution as she currently does, as well as all email Program notifications. She preferred not sending hike revision notifications.

Ken Wong Recommendation

Ken Wong noted that in a prior Communications Committee meeting, the need for a backup email coordinator to Carole Rossof was needed. Ken volunteered to fulfill that role and he will take actions to posture his computer system accordingly. He will be responsible for sending out all non-newsletter and non-program communications, unless required to do newsletter and program communications in a backup capacity.

The new procedure will be that email notification of hike additions and revisions, at the Hike Guide's discretion, will be sent out to all Club Members by the backup email coordinator when requested to do so. Some Hike Guides prefer to personally call members who have signed up for their hikes for certain changes, and not send out universal emails.

The recommendation was approved by all present.

Adjournment

The meeting was adjourned at 5:14 p.m.

POSTSCRIPT TO 12-07-10 MEETING (12-16-10)

- Ken Wong is "operational" with the member email addresses loaded into his home computer
- The first hike addition notification was sent out successfully on 12-15-10 and 12-16-10. It was spread over two days due to some technical difficulties with Qwest which have since been resolved.