

# Association of National Park Rangers Board of Directors Meeting Agenda

January 22, 2019

8:30 pm ET/7:30 PM CT/6:30 pm MT (and AZ)/5:30 pm PT

Conference Call

- Phone number: 641-715-3200
  - Password: 873615#
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## ----- AGENDA TOPICS -----

### Attendance (Secretary)

- Members Present: Jan, Bill, Marin, Jamie, Will, Jonathan, Ben, Reghan, Elsa, Jeanette, Chris (non-voting), Paul (non-voting)
- Members Absent: Kayla
- Others: Rebecca Harriett (IRF Liaison) 38 years with NPS, retired from HAFE 8 years ago, life member of ANPR, has served on the board and assisted with training, RRs, and World Ranger Congress

### WELCOME! to our new board members:

- Paul Anderson (President-elect)-40 years with NPS (maintenance seasonal to supt)-ANPR life member-excited to get back into ANPR
- Reghan Tank (Membership Services)-new ANPR member this fall-been in NPS 4 summer seasons and is finishing her masters at Kansas State (journalism)
- Jeanette Meleen (Fundraising) – new ANPR member

### Approval of Minutes from the following BoD meetings (President):

- October 2018 - Marin made motion, Jamie seconded, all approved
- RR 11/07 and RR 11/09 - Bill made motion, Jan seconded, all approved
- December 2018 - Jamie made motion, Jonathan seconded, all approved

### Reports:

- President: been on WASO calls – sounds like Park Police are now getting paid via FLREA – some rangers are getting paid – some are not – creating ill feelings
  - Issues with rangers who need backgrounds, medicals, bullet proof vests
  - Marin shared FLREA perspective from CHIR
  - Jamie shared shutdown perspective from YOSE – concessionaires donated some funds to keep park operating, now utilizing FLREA

- Discussion about ANPR’s position on the shutdown. Jan is providing info when media ask – is not giving out specific employee names for stories. Ben commends Elsa for her work on Facebook
- Secretary:
  - Email sent on 01/21 for departing board members to communicate with new members to transfer Gmail addresses.
  - Departing members should also take some time to share their knowledge of and experience in their roles with their ‘replacements’.
- Treasurer:
  - December financials have been distributed, along with the final budget for RR41.
  - Report on attendance at Tucson meeting (1/21/19) with Congressman Raul Grijalva, the new Chair of House Natural Resources Committee. He gave a briefing on his committee’s plans for this coming year – drilling concerns, Bears Ears and Grand Staircase, subpoena Zinke, overhaul of the Mining Act, perm authorization of Land and Water Conservation Fund, do away with uranium mining at GRCA. Seeks help to prioritize the concerns we believe his committee should work on. Synopsis of report sent to Jan. Grijalva seeks input from ANPR and the Coalition as soon as possible. Bill, Jonathan, and Ben will work on this together.
- Business Manager:
  - Elections completed via mail-in ballot. Feel it went pretty well given the time constriction presented by the late RR dates.
  - Just got approval for our new credit card processing system
  - Working on new website which is going well

Old Business:

- 2019 Ranger Rendezvous – week following the Columbus Day weekend – start October 16<sup>th</sup> (board mtg) – RR runs through Sunday, October 20<sup>th</sup> Marin made motion, Ben seconded, approved by all
  - Location approved during RR BoD meeting was Western Washington
  - DECISION NEEDED on venue: Wade, Reinhardt and Shafer visited venues in WA. Decision is down to two
    - Red Lion Hotel in Olympia – week following the Columbus Day weekend
    - Delta Hotel in Everett -
  - Discussion on impact of government shutdown on RR2019 – the longer the shutdown goes, the more impact that might have on RR attendance. Ben mentioned one impact would be that we can’t contact potential NPS speakers
  - Vote on sites – see notes – 5 for Everett, 3 for Olympia – the site chosen is Everett
  - Budget comparisons and estimated costs for attendees have been distributed.
  - DECISION NEEDED on changes to registration fees. Here were the fees for RR41:

Reg Type	Early Reg	Regular Reg	Onsite Reg
ANPR Member	\$80	\$115	\$135
Non-Member	\$100	\$135	\$155

One Day	\$40	\$65	\$80
Spouse or Other (evening activities only)	\$45	\$65	\$75
Student (per day)	\$29	\$35	\$40

Refunds: 100% if request received by October 1, 50% if request received by October 15, 0% after October 15

- DECISION NEEDED: 2019 RR Management Team position appointments
  - Coordinator – Chris Reinhardt
  - Assistant Coordinator – Jan has a number of names to serve as assistants
  - Program Coordinator - Wendy Lauritzen has volunteered
  - Raffles and Silent Auction - Marin Karraker
  - Photo Contest -
  - Registration table -
  - Other positions that need filling?
  - Jamie suggests sending a notice out to members seeking assistance with RR coordination
  
- 2020 RR – Barbara Goodman is willing to scout out locations in Jacksonville. Bill will review our RFP to see if we need to edit at all and then will send to Barbara.
  
- Issues brought up at RR board meeting:
  - Service contracts with contractors: 2019 contract is signed for Sherry (Design). Draft agreements sent to Chris (Business Mgr.) and Ann (Editor). Awaiting return of signed contracts for them (or for further negotiation needed) (Wade)
  
  - Resolution of incorporation and registration for foreign business license issues (Bill and Chris)
    - The issue here is that our FY ends in a couple months and confirmation is necessary about where we have to file state taxes (last year and year before we filed in CA, which may have been unnecessary. Should depend on where we are incorporated, although we may be liable for foreign business taxes in other states). Bill, Jan, and Chris will discuss and come to agreement off-line.
  
- Discuss Seasonal Time bill and/or changes to seasonal hiring (Jonathan)
  - [Letter to be sent to potential partners](#)
  - Ben is working to identify partners and will prepare/send letters or emails as he is able
  - Plan is to have Jan send the letter and for Ben to add a line designating himself as the point of contact to coordinate with ANPR
    - The board already approved this action at Rendezvous

- Jonathan would like to discuss talking about how we will coordinate this with CPANP
- Status of hiring training materials proposed in conjunction with Ken Bigley and discussed at Rendezvous? (Kayla).
  - Potential for additional training opportunities via webinars, etc.
- DECISION NEEDED: On Bylaws Article XV, Section B - Bonds: Bonds of sufficient value to protect the Association will be given by the President, Treasurer, and/or by the Business Manager when hired. Costs of bonds will be borne by the Association. Chris needs to investigate the costs of bonding for these positions.
- BoD Google Drive: Jonathan reevaluated organization of [Google Drive](#) and attempted to make it more intuitive
  - Please take a look at the Drive and see what you think
  - The changes are a refresh and not a total reorganization
  - Jonathan recommends having RR 41 team go through RR folder and separate current documents from past documents
    - Please consolidate materials used for Bowling Green into a “RR 41” folder.
    - Please create copies of documents like timelines and remove names/specific information so that they can serve as template for future Rendezvous
    - Put these documents into a “RR Planning” folder
- Status of review of strategic planning framework (Jonathan)
  - Please continue to add your input to the [Draft Strategic Plan](#)
    - Paul mentioned that he would be very interested in assisting with development of our Strategic Plan as this will be most important to him when he begins his term as President.

### New Business:

- Bill has proposed the need for an ANPR budget for FY 2019 (beginning in March?). Apparently there has not been a budget for years. Chris commented that Alison Steiner did not mention the need for this when he became the business manager. General consensus was that a budget was a good idea; Chris will work on putting together a draft for review by the board.
- Report on Jonathan’s meeting with the Coalition to Protect America’s National Parks (CPANP)
  - Gave a presentation about issues our members have reported from the field
  - Shared [briefing document](#) as an example of the kinds of issues we would like to bring up in meetings with members of Congress
  - Spoke of ANPR’s structure and current priorities
  - Requested a white paper to share with ANPR Board about the structure of CPANP
  - Paul mentioned that he would be very interested in getting involved in this work.

- Bill proposed that we hold the next BOD meeting using Zoom web-conferencing system - discussion determined that not all members have internet service or consistent internet capability.
- SUGGESTED BY-LAW AMENDMENTS: JAMIE PROPOSES THAT WE MAKE THESE THE PRIORITY TOPIC FOR FEBRUARY'S CALL
  - **See Bill's 01/19/19 for latest versions of his recommended by-law changes). These stem off of earlier amendment proposals by Chris and Jonathan (see November, December and January meeting minutes).**
  - Revision#1: This proposed revision originated with the discussion of any future membership voting requirement pertaining to the investment account. This revision is offered in place of the proposed revision offered by Chris, and subsequently tabled, at our November BOD meeting.
  - Revision#2: This proposed revision eliminates the position of "Past President" and provides procedure for removal of a BoD member due to habitual absence/non-engagement, resignation, or malfeasance.
  - Revision#3: This includes several proposed revisions of a "housekeeping" nature, to clarify or provide consistency pertaining to board meetings, board elections, the executive director position, and by-law amendment procedure.

### Member or Committee Reports (not covered under Old/New Business):

- Internal Communications (Elsa): will put out newsletter asap – will include new board members, info about our response to the shutdown. Elsa question – someone asked her if USFS has their version of EAP – no one on board knows.
- IRF Liaison (Rebecca): World Ranger Congress info: [www.rangercongress.org](http://www.rangercongress.org) To be held November 12-16, 2019 in Nepal. Registration fee \$250 US and PayPal processing fee of \$9 something. Registration deadline is August 31<sup>st</sup>. Jamie and Rebecca will discuss scholarship program Jamie discussing with Bruce, Meg, etc. – this was a task that was going to be assigned to Rebecca – Jamie and Rebecca will discuss off-line and will report back to the board next meeting
  - Concerns raised regarding changes to the IRF constitution – ANPR is a member of WRC and Rebecca's recommendation is the letter come from Jan saying that we disagree with the major changes being voted via email. We propose that this should be brought up for vote at the WRC. Concern is 'outside the standing rules'. Rebecca will draft letter of dissent.
  - Jan to help Rebecca set up a Gmail address – we will invite her to our calls but move her to the top of the agenda.
- President-elect (Paul): New email address! [ANPRpresidentelect@gmail.com](mailto:ANPRpresidentelect@gmail.com)

- Professional Issues (Jamie): I have been contacted by some Rangers in need asking if there is any way ANPR can help Rangers in need due to the shutdown. The new Ranger Foundation that was set up is the most appropriate venue to help Rangers, and the Foundation is willing to be a mechanism to take donations in and distribute donations out. However, a process for determining who should be helped and how much would need to be created by someone else. This was done to help Rangers impacted by the Woolsey Fire. Mike Lynch and the Foundation are willing to help. Jamie would take lead on this if we want ANPR to be involved. Bill wants to remind folks that the donation we gave to the Ranger Foundation was to be used for dependents of fallen rangers in other countries. Jamie clarified that this would be for new donations. Elsa has been contacted by folks who are interested in donating funds to help those affected by the shutdown. Decided – Jamie, Jan, Elsa and others will investigate further.
- Seasonal Perspectives (Will): Nothing new to report due to the shutdown. Jan shared that the first HR priority will be retirements followed by seasonal recruitment. It's going to be a tough summer season for seasonals and for parks which utilize seasonals.
- Strategic Planning (Jonathan):
  - Archive project:
    - Colorado State University provided a standard [deed of gift](#) for us to consider.
    - Things we should consider before signing or moving forward:
      - Jonathan generated a draft [Record of Determination](#) on ANPR records ownership concluding that the Board has the power to donate our records to an academic institution for permanent management/preservation
      - Does the Board wish to consider working with any other repositories?
      - Do we want to investigate making stipulations as a condition of our possible gift of records to CSU?
        - If so, what stipulations?
        - Should we require that any documents/issues be kept out of circulation for any period of time?
    - If we move ahead and opt to sign a deed of gift:
      - We (likely Jonathan) should work with Ann to prepare a feature for *Ranger Magazine* about the plan for the collection and about how members can contribute their records
        - Feature would focus on sharing information about CSU, accessibility to students, historic association with NPS training, and brief back and forth with their chief archivist talking about how happy they would be to accept our records for inclusion in their permanent collection.
        - Feature would also explain why Board selected CSU as repository
          - Existing relationship with Ken and resultant trust
          - Accessibility to students/future rangers
          - Geographically centered in US

- Demonstrated faculty interest in using the collection
- Jan would like Elsa to put something in the newsletter – the board is looking to archive all ANPR historical documents – we are also looking for the ‘RR Bible’ that had a compendium of past RR including procedures for their set-up.
- It was mentioned that Scot McElveen does have boxes of ANPR documents to share with us.
- Marin has a box that was passed on to her by the last secretary.
- We need to decide whether we will support member’s shipping costs
- Status update on outreach to members with records
  - Jonathan wrote to Teresa and Stacy but did not get any response
  - Jim Tuck reached out to Jonathan with possible interest in donating full print run of *Ranger Magazine*, but he did not have other records.
  - Scot wrote that he has about three boxes of records that he is willing to transfer
- Is there a mailing (or better, emailing) list of past presidents, secretaries, and treasurers? No. Easiest way to find past officer names is from Ranger magazine. If they are current members, Chris would have their contact information.

Adjourn: 8:31 pm MT

Next meeting: Tuesday, February 26<sup>th</sup> (4<sup>th</sup> Tuesday of the month)