

Association of National Park Rangers Board of Directors Meeting Minutes

Wednesday, October 18, 2023 BOD Meeting at Ranger Rendezvous

Time of BOD Meeting – 9:00 am - 4:00 pm Admiralty Room

----- AGENDA TOPICS -----

Attendance (Secretary)

- Voting Members Present: Rick Mossman (President), Meg Weesner (Treasurer and International Liaison, acting Secretary for this meeting), Mike Pflaum (Gov Affairs), Troy Hunt (Seasonal Perspectives), Wendy Lauritzen (Fundraising), Shannon Wilson (Member Services), Tom Banks (Education & Training), Emily Johnson (Professional Issues); Jonathan Shafer (Strategic Planning)
- Voting Members Absent: Demmy Vigil (Secretary), Elsa Hansen (Internal Communications)
- Non-voting: Bill Wade (Executive Director), Melissa DeVaughn (Business Manager)
- Others: Ed Rizzotto, Greta Ketchner, Bruce McKeeman, JT Townsend, Barb Pflaum, Lee Werst

Called to order at 0905

Welcome by Rick Mossman, President

- **LUNCH ORDERS - From local eatery, order out**

Approval of Minutes from the previous BoD meeting(s) (President):

- Appoint acting secretary for this meeting - Meg Weesner, w/ edits from all
- Questions, discussion and approval of minutes from the last meeting. motion moved by Shannon, seconded by Emily, approved unanimously

Treasurer's Report (Meg):

- See previously distributed financial reports. Any questions about our finances? Donations have been pretty good this year, but low registration at RR may hurt us.

Executive Director's Report (Bill):

- Distributed financial reports for September
- Update on RR - including presenters, registration totals 77 so far, including speakers
- RR 47 set for Rapid City SD 2024
- Looking for venues for RR 48 in 2025

Old Business (President):

- none

New Business (President):

- Ranger Museum Committee - Shannon has not heard back from asst. supt. of YELL, will follow up in a few weeks on assessment of Ranger Museum building. ANPR would raise money to upgrade the displays, and park is responsible for building upkeep. Wendy and Shannon on committee. Park has agreed to match whatever we raise. Provide opportunity for members to donate to the fund. We would need to find companies, grantors, etc. to donate more money - thousands of dollars needed. Royal Caribbean might be a good company to approach for a donation. Yellowstone Forever - the park's cooperating association. Mike Pflaum volunteered for committee. We would need to have updated information explaining why we need money for a major campaign to fund the ranger museum. Committee to develop such a plan for fundraising campaign. \$3,800+ from members so far. Possible donor organizations include: Subaru, National Park Foundation, the current uniform supplier, Ken Burns (production on the buffalo), others.
- Harry Yount Lifetime Achievement Award Committee - JT Townsend is committee chair. Other committee members are Marin Karraker, ?? No nominees for the award this year, which is fine since it recognizes a lifetime of achievement, not annual. The committee is tasked with developing a plan for recruiting nominations and, if appropriate, selecting an award winner by the January board meeting. Rick Gale was the first recipient (1994). Follow recent precedent that recipients don't have to be from high levels in the organization. The award was covered in several 2020 Ranger mags (Vol. 36, No. 2; Vol. 36, No. 3 and Vol. 36, No. 4). We want to get sponsors to cover cost of award and transportation for presentation of award. National Park Foundation was a previous sponsor.
- [Wade] Discussion of appointment of volunteer PIO - advice from an incident PIO is to issue a press release every day to stay in the news cycle. ANPR would need regular/frequent press releases, but not daily. Jonathan says we have a job description and a work plan that we could start with. Meg suggested Warren Bielenberg, retiree and long-serving PIO of Incident Management Team. Might have him mentor other younger people to gain this experience. Meg and Jonathan to approach Warren this week at RR.
- Other committees - Emily would like to develop a Professional Issues committee with members having expertise in various fields. They would help to complete goals that are on the strategic plan. Meg is planning to initiate an International committee, which would help with recruiting and selecting recipients of travel awards to the World Ranger Congress in 2024.
- [Wade] Discussion of Strategic Plan/Work Plan process - Jonathan - Process has been for the president to talk with each board member and identify three goals for the calendar year and resource needs at beginning of year. Check in at mid-year on status and resources needed. Each member's work should be connected to the strategic plan/work plan. Bill - Have more discussion of the work plan goals during the meetings. It gets shared to membership only at the RR. Make information more available to the members too. We are not retaining members, perhaps because we aren't letting people know what we are doing. Have each of us looked at work plans for other members of the board? Need to update the

Strategic Plan, and the work plans for each board member derive from that. Rick and Jonathan to develop a plan. Poll membership about their priorities. Presented feedback from members and board members. Dec 19 board meeting (3rd Tuesday). Will discuss Strategic Plan framework at that meeting. Refine the Strategic Plan, then set goals and deadlines on workplans developed with and for each board member in January and February. Jonathan is willing to stay on as advisor to start the process for the next year.

- [Wade] Discussion of submitting a bid for the WRC in 2027 - ANPR's 50th anniversary 2027. Probably nothing in Jackson Hole that we could afford with expenses. If we combine with a WRC, we might have enough people to get a better deal. Or have our 50th anniversary somewhere else. Pluses and minuses of hosting and options were discussed. Possibility of partnering with another North American ranger association. Using an incident management team (of retirees?) to help organize it. Budget for the 8th WRC was about \$400K. Rick will talk with Jeff Ohlfs about the potential to partner with CSPRA for hosting. Maybe contact Mike Lynch. Mike Pflaum will contact others to gauge interest in hosting, organizing, funding, etc. Add to Old Business agenda. Expressions of interest are due to IRF by 1 July 2024. Bill says questions need to be answered during the next couple of board meetings before making a final decision. A few people were willing to be "very involved" in organizing a WRC.
- [Wade] Do we need to revise the BOD meeting process, since only 2-3 members are following the current protocols of entering info into the agenda a week prior to the meetings. Melissa says she finds the information to be really helpful. More focus on workplan, decisions, reports, activities of board members. Any board member can add something to the new business - not just the President. Bill will draft a new format for our "agenda" for trial at our Nov board meeting.
- [Wade] How can we do a better job of keeping our members informed about our actions and accomplishments? Failing to do so might be a deterrent to new members and members renewing. - Bill - People are not aware of what ANPR is doing. Jonathan - shared links to work plan. Minutes are now on the website. Reminder that newsletter is available every two weeks. Bruce - Positive sending things out versus putting things on website for them to find. Bill proposes to put the minutes at the bottom of a newsletter. Non-members can sign up for newsletter on the website, so it is publicly available. Treasurer report stays as link on website for members only, due to security risk. Rick suggested that Bill make some revisions for newsletter and we decide how it is working. Newsletter should be done by the board member for Internal Communications. Bill took it over to make it more frequent. Board member for Internal Communications does social media things. Mike - When in doubt, err on the side of transparency.
- Updates needed for website and google drive - Some of the information on the website is stale. Board members should contribute to that process. Identify items and ask Melissa to make the updates on the website. Google drive - needs to be cleaned up. Some files have archival value, but it needs to be more intuitively organized. Minutes are up to date, but newsletters are not on there now. Meg proposed to have 6 months to a year of newsletters available on the web. Others would be archived on Google drive. Colorado State University is holding ANPR's archives. Jonathan will ask them whether digital documents can be accessed remotely.
- Membership meeting agenda

- Discussion of managing RR membership meeting and agenda items - Bill had proposal for how to handle these discussions. Facilitators will be Emily, Mike and Shannon - all members of the Task Group. A copy of the report was mailed to all registrants for RR, except some very recent ones.
- WRC hosting.
- Discussion about newsletters, frequency, content
- Fundraising - Wendy suggests that we might be able to order checks with ANPR photos and affiliation on them. Check Gallery is source.
- Thank you Bill.

LUNCH - 1300-1345

Reports:

- [NOTE: Reports should be entered by each member or committee **at least 7 days prior to the BOD meeting**. Reports should focus primarily on status related to strategic plan action items. If any decision is needed by the BOD related to the report, it should be so indicated by:
- President (Rick):
 - I have been in talks with Board Members on nominations for the election. I can't get anybody to be Chairman of the committee. Will discuss more at the meeting. I contacted all the nominees from last year. Have only heard back from one.
- Secretary (Demmy):
 - Demmy could not attend due to medical situation.
- Treasurer (Meg):
 - See report above.
- Executive Director (Bill):
 - RR registrations are well below last year and I anticipate under 100 participants. We have a full program and an informative, diverse one. Frank Lands, NPS Deputy Director for Operations will present on Friday evening, October 19.
 - Program:
 - https://docs.google.com/spreadsheets/d/1bRHymB5EK5cKXLPO5V_oiEtfjo7eUR0v/edit#gid=457120498
 - Manage finances for ANPR, prepare reports, etc.
 - Chair Finance committee - the investment account monthly summary.
 - Manage RR 46 - we won't be making a \$10K profit. Working on contract for RR 47 Saturday Nov 2 to Saturday Nov 9. Board mtg on Tuesday, Nov 5.
 - Seek venues for RR 48.
 - Oversee Ranger editor and business manager positions (currently Melissa for both).
- Business Manager (Melissa):
 - Monthly reconciliation went smoothly. One new life member for this cycle.

- Managed Ranger Rendezvous questions/registrations and several cancellations at the last minute.
 - Completed Ranger Rendezvous program and posted online.
 - Billing for additional advertising for the fall issue of Ranger was sent out the third week of September.
 - I have continued to help several members with mailing address questions and encourage everyone on the board to let your fellow members know that if your address changes, you NOW HAVE THE ABILITY TO CHANGE IT YOURSELF. No need to contact us – just go into your account and update any information you need. You can change mailing address, print edition status, your park and/or title, and any other information you want.
 - Reviewed work plan goals for the year and reported on accomplishments.
 - Developing membership directory. Most people don't know that there is a membership side of the website. They can opt in to being in the directory from the membership side.
 - Creating a set of SOPs for what the job entails and how to do it.
- Education and Training (Tom):
 - Posted information about O*NET career survey
 - Responded to career inquiries.
 - Managing mentorship program - advertise to get more participants.
 - Advertise courtesy review of resume and cover letter as membership benefit. Wendy suggested using it as a marketing tool for RR next year.
 - Contact with WASO training managers has not been reciprocated.
- Fundraising (Wendy):
 - Try to match corporations/foundations that have grant programs with subject and timing of our needs.
- Internal Communications (Elsa):
 - Not present
- Membership Services (Shannon):
 - Keen is now a pro-deal participant. Is waiting to hear from HydroFlask.
 - At one park, they offered free memberships to seasonals - no takers. Not motivated by group membership?
 - Greta - SCA participants as a potential source of membership. Also American Conservation Experience and similar groups.
- Professional Issues (Emily):
 - Nine goals in work plan - ambitious. Need to coordinate with some others with some of them
 - Survey about housing situation and needs. Draft a white paper about that.
 - Professional issues columns in Ranger.
 - "Suggestion box" for issues for ANPR to address. Board member reviews and determines which ones can be addressed.

- Starting a professional issues committee, to include broad range of careers.
- Seasonal Perspectives (Troy):
 - Monitoring the social media world looking for things of concern
 - Trying to figure out how to raise awareness and interest in the organization
 - Questionnaire to identify issues of concern to seasonals.
 - Lots of concerns with housing - work with others to strategize actions.
 - Efforts to increase membership of ANPR.
- Government Affairs (Mike):
 - Tracked legislation important to employees...Federal Retirement Fairness Act allowing seasonals to buy back their time toward retirement. Equality in Retirement Act would increase level of COLA for FERS to the same as CSRS (1% difference).
 - Participated on membership development committee.
 - Established high level contact at NPS leadership level and partner organizations.
 - Some specific issues...
 - Harry Yount committee
 - Should we weigh in on extending the increase in firefighter pay, which just expired?
 - Social security offset, reduced because federal pension is also paid.
- Strategic Planning (Jonathan):
 - Annual planning sessions with board members.
 - He's willing to assist with transition to new board member.
 - Elsa will be making social media posts during the RR. Jonathan as photographer.
- IRF Liaison (Meg):
 - Fundraising effort at RR - Contribute to the Rick Smith International Fund and you get your choice of IRF pin or patch in English or Spanish. Money will be used to provide funds for US and Latin American rangers to attend the upcoming WRC in Hyeres, France.
 - Andy Wright will be joining us at the Rendezvous. He has served as the North American Representative on the board of the International Ranger Federation since the last World Ranger Congress in 2019. Please introduce yourselves.
 - The IRF is now a non-profit organization in the US with 501(c)(3) charitable status.
- Membership Growth Task Group
 - See under the Executive Director's Report. Thanks to Mike Pflaum, Emily Johnson, Shannon Wilson, Michelle Torok, Kevin Moses and Bob Krumenaker for their involvement in this task group.
- Ranger Museum Task Group
 - See discussion under New Business.
- Harry Yount Award Task Group
 - See discussion under New Business.

Adjourn: 1525 * When a finalized agenda is cleaned up, it is put into the Minutes Folder.

Next meetings: Tuesday, November 28, 2023; and Tuesday, December 19, 2023.

Submitted by Meg Weesner, acting secretary for this meeting.