

Association of National Park Rangers Board of Directors Meeting Minutes

September 25, 2018

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

Conference Call

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

Attendance (Marin)

- Members Present: Jan, Bill, Chris, Marin, Elsa, Nick, Ben, Jonathan
- Members Absent: Will, Kayla, Kate, Jamie

Approval of Minutes of August 28, 2018 (President): Bill made motion, unanimous approval

Reports:

- President: Jan would like to have boards up at RR from the start for the RR42 committee sign-up and also for upcoming vacant board positions
- Secretary: request for RR42 volunteers forwarded to Elsa/Chris for distribution via newsletter and ANPR Facebook page
 - draft RR41 board meeting agenda available on google drive for your additions!
 - received an email from a college student writing a paper on park rangers - she found my contact info via ANPR website - enjoyed answering her questions!
- Treasurer: Financials for month of August were distributed earlier in the month.
 - Federal and CA taxes for 2017 have been submitted and payment made to CPA who completed them.
- Business Manager: Nothing to report outside of RR (48 people signed up thus far) (24 hotel reservations thus far – only 3 board members have reserved) (updated - Marin registered and reserved after the call)

Old Business:

- Appoint RR2019 Management Team/Establish location!
 - Review Seattle-Tacoma [bids from HelmsBriscoe](#)
 - Review [Fresno-Merced bids from HelmsBriscoe](#) (this is a new set of quotes for a new location)
 - NOTE: coordination needed between what HelmsBriscoe is doing and what Scot McElveen is doing to avoid duplication/overlap.
 - Jan has not had a chance to put all on one spreadsheet yet

- Jan reports that she's not received any info back from Scot
 - Jonathan believes that the HelmsBriscoe quotes may no longer be valid – would like to get updated info.
 - Proposal to move forward next call on a decision on the site
 - Bill believes that the HelmsBriscoe quotes may not include all of the things we need/expect
 - Jonathan says that he gave them our RFP – the same that Scot was using.
 - Jonathan will touch base with Scot to compare notes
- Soliciting ideas for RR41 board meeting topics:
 - Draft board meeting agenda is available for populating! Marin will email board a copy of last year's agenda as an example.
 - We should discuss priorities for our meeting so that we make good use of our time
 - Jonathan would like to discuss strategic priorities
 - Conversation on long-term goals for ANPR
 - Determine short-term goals for ANPR
 - Determine accomplishments for previous year to inform members
 - What are the other priority issues we should plan to discuss?
 - Resolution of incorporation and registration for foreign incorporation issues
 - Resolve issues with website and improvement in communications with members
 - Service contracts with contractors (Ann, Sherry and Chris)
 - Actions needed to assure that membership database is accurate
 - Actions needed to increase membership
 - Process to provide more effective internal communications by BOD (Google Docs or something else); and accurate archiving of information needed for future
 - Where are all the historical records for ANPR - need for location and consolidation.
- Status Report on RR41 (Bill and Jamie)
 - Discount registration extended to September 29
 - BOD members need to register and make room reservations (room block at hotel expires on October 7 - after that rooms at regular hotel rate)
 - Bill will book rooms for Supernaugh scholars
 - Need to find roommate for one Supernaugh Scholar (male)
 - Bill reports that the program looks really strong – especially on Sunday where we're hoping to keep people around for the last day
- Identify needs for policies/procedures for governing ANPR
 - If we are confident that we are meeting the requirements of DC, then we are good to go.
- Appoint ANPR liaison to International Ranger Federation (Jan) – Jan has been taking this role on – Jan will talk to Jeff Ohlfs on this at RR
- Discuss Seasonal Time bill and/or changes to seasonal hiring (Jonathan)
 - Jan mentioned big changes to seasonal hiring procedure – limits to number of applications (first 100, etc.), order of which positions will be processed first.
- Status of review of strategic planning framework (Jonathan)
- Status of bringing membership database up to date (Chris)

- Tabled from earlier meetings:
 - Develop service contracts for Business Manager (Reinhardt), Ranger Magazine Editor (Allen) and Designer (Albrecht)
 - Bill is working on interim contracts through end of 2018
 - Agenda item for RR board meeting – need to complete contracts for 2019 and beyond

New Business:

- No new business

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

- Internal Communications (Elsa): Idea! Facebook page – highlight current board members and their role/interests for the upcoming RR – will send an email out to the board
- Seasonal Perspectives (Will): Has answered a few school interviews about rangers and a couple job seeker questions. The saddest is always: "How long does the application process take?"
- Special Concerns (Ben): working on the seasonal bill response letter – has compiled a list of organizations for Jonathan – will begin reaching out to folks soon
- Strategic Planning (Jonathan):
 - Please continue to add your input to the [Draft Strategic Plan](#)
 - Wants to talk at RR about what kind of organization we want to be
- Strategic Planning (Chris): Wondering if we want future business managers to be website development savvy. This will inform his decision on how to update the website going forward.
 - Jonathan discussed the pros and cons of having a business manager with these skills versus using a professional entity to create/maintain the website
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Adjourn: 7:28 p.m. MT

Next call is scheduled for Tuesday, October 23rd.