

# Association of National Park Rangers Board of Directors Meeting Minutes

March 26, 2019

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

Conference Call

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

### Attendance (Secretary)

- Members Present: Jan, Marin, Chris, Paul, Jonathan, Reghan, Kayla, Will, Jeanette, Ben, Elsa, Jamie
- Members Absent: Bill
- Others: Rebecca

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

- February 26, 2019: discussion, motion-Jonathan, second-Will, in favor -all, opposed-0, abstain-0. Motion passed – minutes approved.

### Reports:

- President:
  - Should ANPR take a position on the proposal for the Baltimore Washington Parkway being given back to the State of Maryland (partially administered by the NPS). The MD governor is asking that the transfer happen. Neither DOI nor NPS has taken a position on this. Would require legislation and cooperation between the governor and the legislature. Jonathan suggests we do not take a position.
- Secretary:
  - Please be diligent and vigilant (and I don't know which is better so do both!) about keeping the agenda clean and tight. A 6 page agenda still seems like a lot.
- Treasurer:
  - Working on financials to prepare for end-of-FY reports and tax filing. Plan to talk with Pam Mainini (our CPA) to resolve a couple questions before end of month.
  - Will be working with Chris to develop budget for FY2019 (as discussed during last BOD meeting).
  - I have received several proposals for potential RR sites in Jacksonville, FL for RR2020 from Barbara Goodman. I will be reviewing them and determining next steps.

- Although this was mentioned to Chris during the recent by-laws revisions, I just noticed that the Spring 2019 edition of Ranger still includes “volunteers” in the definition of “Active Members” on the membership application page. The current by-laws do NOT include volunteers as Active Members. Recommend that volunteers be removed from that category on all membership application documents. PUT THIS IN THE NEW BUSINESS.
- Business Manager:
  - Status of new website design/content – lots of continued work on this – hope to go live before we have to pay Wild Apricot during the first week of April.
  - Survey of members will be going out soon.
- IRF Liaison:
  - World Ranger Congress scholarship process posted? It has gone out via Chris – deadline is extended to April 30<sup>th</sup>. We have \$38,000 in this fund but this year we will look to spend just \$15,000 total.
  - The application process is for four scholarships totaling \$10,000.
  - Rebecca reports that The Ranger Foundation is looking for assistance to send two rangers from Latin America countries – this would total \$5,000. Vote to approve: in favor -all , opposed – 0, abstain – 0. Motion has passed.
- RR Coordinator:
  - Call scheduled with Wendy on Thursday on theme and programming. Also discussions with Will on how to make this more relevant to seasonals.
  - Finalizing budget for RR and will send to board.

### Priority Business: (If any)

- Elsa (maybe should be part of “new business”)
  - Newsletter: Would it be appropriate to have a set timeline for acquisition of articles, prep, and final distribution? Or does keeping it flexible help w/ last minute additions. BoD answer: Yes, please put together and introduce to the board members via email.
  - Jonathan brought up if we are keeping a record/folder of past newsletters. Do we want this? Chris says that we have access to them on the website but they need to be exported – will we archive them on the website or on Google Drive or both?

### Old Business:

- Status of appointment of editorial advisor for Ranger Magazine. Jan needs to make contact with Kendall for suggestions on folks to fill this role. Jan feels we need to get back to more timely information – not just interesting stories. Leave on the agenda for next month
- Seasonal Time bill and/or changes to seasonal hiring
  - Ben has reached out the offices of sponsors of the previous bill, waiting on responses
  - Ben has a list of partners and will prepare/send letters or emails
- Training opportunities/materials ANPR wants to promote
  - Kayla has reviewed Ken’s materials and while it is a good foundation for a comprehensive hiring training product, without him presenting, it lacks something.

- There are definitely lots of other ways these days to get into the NPS. Kayla would like to put together a training video(s) with some timely info on how to get a job, what kind of dedication, etc. is needed to get a job. RE-WORD PLEASE
  - Important to bring Will in as the seasonal perspective board member. Will explained that he has been providing this kind of info in different forums over the last two years.
  - Jamie is offering assistance on this – has a videographer contact at YOSE.
  - What can we expect at the next board meeting? Kayla hopes to have a script ready and maybe even a rough draft cell phone video for the board to review and edit.
- BoD Google Drive: Jonathan reevaluated organization of [Google Drive](#) and attempted to make it more intuitive
    - Please add any materials that still need uploading
    - Regarding photos, need to establish a protocol for naming said photos (ex: naming convention used by NCR) – Jonathan will work on this further
      - EventName\_MMDDYYYYPhotoTaken\_PhotographerName\_ApproximateLocation
      - For example: Rendezvous41\_10202018\_JonathanShafer\_BowlingGreenKY

### New Business:

- Proposal that each board member submit 2-4 sentences by the second Tuesday of the month on what they've done in the month prior for ANPR and 1-2 sentences on goals for the coming both. This will be posted on the website and/or in the newsletter to be used as part of the record of ANPR's past activities. If approved, Chris will put a form on the website to submit this and will compile the output monthly for posting. VOTE. Motion – Jonathan, Reghan seconded, all in favor - 7, opposed – 1, abstain – 0. Motion passed.
- Consider draft text of board goals for the coming fiscal year
  - DISCUSSION: Please review and suggest changes so that we can vote on adopting the standards in our next board meeting.
  - Jonathan worked with Paul to draft goals for each board member in the coming calendar year
  - Professional services section is lacking – Jamie will flesh that out and will send to Paul
  - Paul asked Reghan and Jeanette, since they are new, if they have thoughts or if they still need time to feel out their roles.
  - DECISION NEEDED on adoption of this: Paul asked if we are interested in adopting this proposal. Marin made the motion to adopt, Will seconded, in favor -all , oppose-0, abstain-0. Motion passed.
  - Paul will put it on Google Drive and will ask BoD members to review/edit for final.
- Are we in violation of ethics policy by being employees and by participating on the ANPR board? WASO Ethics Office informed Jonathan that ANPR is “likely a prohibited source” because we are an entity that attempts to influence agency policy. Jonathan is working out what that means. Jonathan will report back on ongoing conversation.

- **FUNDRAISING:** In talking with Seth (former fundraising member), he suggests needing a clear, long-term plan for why we are raising \$ before approaching any potential donor. Jeanette agrees with this.
- **FUNDRAISING:** Seth also highly encourages director's and officer's insurance - Chris reports that this was obtain just recently – protects the organization from the actions of reckless board members. It also protects the board members as board members.

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

- President-elect (Paul):
  - Worked with Chris and Jonathan to complete the ANPR Life Member electronic Survey document. Thanks to both of them for the effort they have put into this project! It is now ready to send out to the Life Members.  
**Follow-up:** Sending out a slightly modified electronic survey to all of our Annual Members, and sending a postcard to each of the Life Members who didn't respond to the email survey need to occur within the next month.
  - Congratulations to Ann Dee Allen and all of the contributors to the latest edition of "Ranger" Magazine! This is one of the best issues I've read in some time. Great handling of the Shutdown and its effects on Parks and our members. Thanks everyone!
- Professional Issues (Jamie):
  - To go along with keeping people engaged or exposing new people to ANPR, we need to start planning some more meet and greet events. I would be interested in reaching out to Claire and Liz Roberts and seeing if they would like to co-host something in the Yosemite area this spring or early summer. Would anyone like to plan an event on the east coast? We could coordinate on the same day and make it an ANPR day. We could link this to the new membership drive.
  - The Natural Resources Management Act is moving forward. It has passed the Senate with a vote of 92-8; I believe still being held in the house. To check out the bill and the progress, visit: <https://www.congress.gov/bill/116th-congress/senate-bill/47/all-actions?overview=closed#tabs>
  - Following our last meeting, Jamie had a very good phone meeting with Rebecca Harriett on planning for the World Ranger Congress. Rebecca was going to move forward to help create a system and a timeline to determine how to use the WRC scholarship money to support sending ANPR members to Nepal November 2019. We need to follow back up with Rebecca to see what additional support she needs.
- Strategic Planning (Jonathan):
  - Please continue to add your input to the [Draft Strategic Plan](#)

- Paul, Jonathan and others are working on a survey to put out to the membership – to seek info on what the membership wants us to work to accomplish. The results will be incorporated in the Strategic Plan.
- Jonathan got in touch with Theresa Ford
  
- Special Concerns (Ben)
  - Notes that the membership fees documented on the website and in Ranger magazine does not reflect the previously approved sunset date for the reduced cost for the lifetime membership.
  - Discussion was held during one of the RR board meetings and several folks thought we had discussed, voted, and approved. However, this can not be found in the notes. We will add it to the agenda for April’s call.
  
- Fundraising (Jeanette)
  - Still working on touching base with other board members and past ANPR fundraising folks to see what needs are, what was done in the past, what works, what doesn’t, etc.
  - Need to work on “elevator speech” to pitch to potential donors - who we are, why should they donate? If you have ideas, let me know!
  - Will stay tuned to results of survey that asks members what the training needs are - this can be part of my elevator speech
  - Paul had the idea of a fundraising committee and gave me a list of members who could be on it - I hope to reach out to them soon.

Adjourn: 7:10 pm AZ time

Next meeting: Tuesday, April 23rd (4<sup>th</sup> Tuesday of the month)