

# Association of National Park Rangers Board of Directors Meeting Minutes

June 25, 2019

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

Conference Call

- Phone number: 605-313-4812
  - Password: 873615#
- 

## ----- AGENDA TOPICS -----

### Attendance (Secretary)

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

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

- May 28, 2019: discussion, motion-Jamie, second-Jonathan, in favor -all, opposed-0, abstain-0. Minutes are approved.

### Reports:

- President:
  - Working with Chris on RR planning, logos, budget, speakers, invites, training, budget
  - Met with Jeanette and she and Reghan are working on Value adds to memberships to help increase membership. We need to grow the membership to keep from losing money monthly.
  - At RR we need a strategic planning session. Jonathan will add this to the RR schedule. Who we are, what we do, and how to we sell it to the NPS staff and others to join.
  - John Leonard is officially our new national Chief Ranger. Do we want to invite him to RR? He's a very engaging speaker and he gives direct answers. Paul suggests we do so and Jamie agrees. Chris will get with Jan to work on an invitation.
  - Also, Wendy questions, rightfully so, about having RR during a shutdown time potential. May limit speakers from the NPS and use more local Non NPS speakers and trainers.

- Secretary:
  - I don't understand why the monthly agenda in google drive doesn't get shared with the same addresses every month. Just found (again) that it was using old (personal) addresses again. Apologies. Some help to resolve this please.
  
- Treasurer:
  - Still unable to complete FY20 budget because of incomplete input on RR budget portion from Chris. The absence of responsiveness for this and lack of concern voiced by anybody else on the BOD indicates a low priority for having or following a budget. (Note status of funds report sent to the BOD earlier this month and the associated recommendation below under Priority Business.)
  - The life member dues (including the delinquent portions from earlier years) have been transferred to the investment account per by-laws requirement.
  - Checks have been sent to the four persons selected for scholarships to the upcoming World Ranger Conference.
  - I will be working with a tax advisor in Tucson to have our FY19 990 tax forms completed and submitted. An extension has been submitted, giving us additional time to submit.
  
- Business Manager:
  - Officially shut down the old site. I've exported everything I could, i.e. old membership files, files. The old site is fairly useable on the Wayback Machine if I missed anything.
  - Continued working on website updates this month, focused on tools for the board to increase organization.
  - Issued firstinitiallastname@anpr.org email accounts to all board members for increased professional appearance.
  - Transferred funds to ANPR's investment account from life century contributions.
  - Redesigned the e-newsletter and e-Ranger MailChimp to match the design of our website for a uniform branding experience.
  - Generated the registration page for Ranger Rendezvous 42. Working to get that open when draft program is live.
  - Broke down the results of the life member survey
    - Sent Kayla a spreadsheet with the individuals saying they want to be mentors
    - Sent Ann the ones who wanted to write for Ranger
    - Generated a map of where our life members have worked for the newsletter
  - Secured a boosted discount for Wright Starr's Federal Liability Insurance – info to be provided to membership via website soon.
  
- IRF Liaison:
  - Thanks to Bill and Chris for coordinating scholarship delivery to the winners: Ahmad Toure, Claire Shields, Jeanette Meleen and Lauren Kopplin. Congratulations!
  - Got in touch with WRC coordinator and had ANPR name removed from the training page of their website.

- RR Coordinator:
  - Working on the draft program and will open registration after that.
  - DOI Federal Credit Union, Pilot Rock, and Skagit have committed to exhibiting/sponsoring.

### Priority Business: (If any)

- (Jan) Status of Editorial Advisor to *Ranger* Magazine position?
- (Bill) Distributed status funds to BOD earlier this month.
  - **RECOMMENDATION:** President develop and implement a process to generate revenue to offset the average \$1500/month deficit we have been experiencing since at least the beginning of FY18.
  - We need the input from folks experienced in fundraising to get us rolling with some solid ideas we can implement quickly. Paul has made some contacts to help with this.
  - Reminder to membership that Amazon Smile is a way to send part of your purchase price paid to ANPR's coffers.

### Old Business:

- (Jamie/Marin) Bill 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. Bill recommends doing away with Associate category. Recommend that volunteers be removed from that category on all membership application documents. – membership application on Ranger magazine versus the bylaws – (1) active – current/former employees - can vote and serve on board (2) associate - (3) other. Jamie to make **a first draft – Marin will review – Jamie will finalize.**
  - We are still working on revising the bylaws to be consistent with ANPR values and to clarify who can and should be eligible to be a member.
  - We would like to propose revising the language around who can be an active member, eliminating the associate member category (no one understands the purpose of the associate member category, and we recommend making revisions to clarify the purpose of this category or eliminating it).
  - We are at a point in time where VIPs, Interns, and other partners who work side by side with Rangers, assuming many duties in parks, should be welcome to contribute to ANPR. Opening the Active Member category does not diminish the Ranger experience in ANPR.
  - We recommend that we draft some language, but this question should be posed to a larger body of the ANPR membership, recommend making it an agenda item during the business meetings at Rendezvous this October.
- (Kayla) Training opportunities/materials ANPR wants to promote (not on May or June call)
  - 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.

- 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.
- Hoping this first video will introduce a series – then we can build from that.

### New Business:

- (Elsa): Learned that a mid-30-year-old Administrative Officer had never heard of ANPR or knew what it was. Idea - we could reach out directly to parks and let them know we exist. Develop general ANPR flyer and 2019 RR flyer and email to a contact at each park. Within the IMR region, we could use the AO email list. What else could be used for other regions? Elsa and Reghan will work on this and will report back next month.
- (Ben): Recommend amending the Bylaws to modify the position of Special Concerns. When dealing with outside organizations there is confusion as to what that means. I would recommend renaming to Board Member for Government Affairs as that more accurately describes the scope of the position. Ben will make a proposal for a bylaws amendment at the call next month.
- (Bill): Discuss status of NPS/ANPR Oral History Project (and associated Rick Gale Fund). Email convos with JT Townsend and LuAnn Jones in regard to keeping this project going. Paul suggests a committee be put together to keep this going. Bill will develop this idea more and will provide more info next month.
- (Bill): Status of RR2020 site selection. Reviewing several proposals from the Jacksonville/St. Augustine, FL area. Initial rates/expenses are quite high, but still in discussion stages. May need to expand consideration to other areas in FL (e.g., Pensacola, Orlando, etc.).
- (Jeanette): What does the board think about each board member donating \$100 per year to Supernaugh fund, gift membership, or other? This would help us to be exemplary ANPR members and possibly encourage other members to give. Perhaps some of us already are doing this, but I wanted to throw it out there. Seth, former fundraising chair, says it is something the board used to do. Lots of discussion on this.
- (Jeanette): The World Ranger Congress is soliciting ideas for short, 12-minute talks to take place during the Congress. Proposals on possible topics to talk about must be submitted by July 31st. Does the board have any topics in mind that they would like to see me talk about? Jeanette and Jamie will discuss further.

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

- Education and Training (Kayla):
  - Not on the call.

- Fundraising (Jeanette):
  - Still touching base with former ANPR fundraising folks to get ideas. Spoke with Seth Tinkham this month, and he gave me a copy of his draft fundraising plan from 2014.
  - As far as a fundraising committee, there are a few folks whose email that I need. Waiting on that. However, Seth had a fundraising committee going a few years back, and he said it started out with good energy, but then fell apart.
  - I would like to draft a list of companies that could be potential donors, and I am thinking of companies based in the Pacific Northwest, like REI, that might be able to support our rendezvous since it is taking place there. If anyone has ideas for Pacific Northwest based companies, please let me know.
  
- Internal Communications (Elsa):
  - Requested update for ANPR website link on Inside NPS, Systems and Quicklinks page. Still had the old Wild Apricot link.
  - Starting to label RR photos on Google drive with established photo naming convention shared by Jonathan.
  
- Membership Services (Reghan):
  - Still working on compiling a list of organizations to reach out to for discounts/donations; working with Jeanette to figure out the best plan of action and will present to the board when ready
  - Sent out renewal update email reminders - some kinks at the beginning of the month that Chris and I ironed out
  - Six people gifted memberships during the membership drive; working with Chris to announce winner of rendezvous registration
  - Working with Jonathan regarding reaching out to former E&AA members
  
- President-elect (Paul):
  - **Elections Committee** Bruce McKeeman, Ahmad Toure and Michelle Torok have volunteered to serve as the Elections Committee this year. They will recruit interested and capable members to run for the three upcoming vacant positions (Secretary, Special Concerns, Seasonal Perspectives) prior to and at the Rendezvous. They may also assist in running the Election in November. If anyone knows of members who are interested and can fully perform the duties of each of these positions, please let the Committee know. I have asked Bruce to chair the Committee, but as of yet, have not received a reply.  
**Marin suggests that the membership be made aware of this committee via the newsletter and website – what email address would folks send prospective nominee names to?**
  - **Fundraising:** I am still working with Jeanette to find two or three members with fundraising experience that would be willing to form a Fundraising Committee. If anyone knows of any interested candidates, please let Jeanette know. So far, our search has received one positive response. We're hoping it will be productive!
  
- Professional Issues (Jamie):
  - No additional reports

- Seasonal Perspectives(Will):
  - I've spoken to a few potential rangers about the application process for federal jobs. I've also interestingly helped a few people understand the GA and SC State Park systems.
  - Bill Supernaugh Memorial Scholarship recruiting is well underway. I've reached out to a couple organizations and a multitude of university programs that might be interested. If you know of anyone that can apply, please pass the link along to them! **That should close July 15.**
  - Marin brought up in the Agenda that the contact for Supernaugh is still Kate Sargent in the newest issue of Ranger. Not sure how we can rectify that given its printed but from now on it's me!
  - I've created a standard email I've sent out to recruit applicants. Is this something the Board could use?
  
- Special Concerns (Ben)
  - [Federal Retirement Fairness Act](#) was reintroduced this month in the House.
  - Contacted Rep. Kilmer's Office (author) and a dozen federal employee related advocacy groups – have not heard back from anyone yet.
  
- Strategic Planning (Jonathan):
  - Please continue to add your input to the [Draft Strategic Plan](#)
  - ANPR documents project:
    - RECOMMENDATION (Bill): Jan to call Stacy Allen (still working at Shiloh?) and work out what he has and how we can go about getting it.
    - Bill and Paul will begin sorting process later in the summer and then we'll need to determine how to get documents to Colorado State University for archiving.
  - Contacted professors at Colorado State about contributing an article to a future issue of *Ranger* regarding the archives project
  - Prepared executive summary of Life Members Survey

Adjourn: 6:45 pm PT/AZ time

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