

Association of National Park Rangers

Board of Directors Meeting

MINUTES

April 28, 2020

5:30PM PT, 6:30PM MT, 7:30PM CT, 8:30PM ET

Zoom Video Conference

Attendance (Secretary)

- Members Present: Lauren K., Bill, Elsa, Lauren D., Rebecca, Paul, Reghan, Jeanette, Chris, Kayla, Jan, Tim, Jonathan
- Members Absent:
- Others: Meg, Jamie

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

- March 24 Minutes - Motion to Approve Rebecca, Second Bill, Pass unanimously

Treasurer's Report [All comments below pertain to the financial reports distributed to the BOD on April 15]:

- Budget vs. Actual for FY2020:
 - We closed the year out \$4243.95 over budget.
 - Both RR Income and Expenses were significantly over budget, but we still had a profit on the RR of \$8828.62
 - We were a total of \$3113.00 under budget for dues (annual and LM combined)
 - Note the budgeted \$10000 entries in both "international support" (income) and member services (expense) - neither with "actual" amounts. We budgeted (and spent) \$10000 for scholarships for the WRC in Nepal, but this expenditure did not show up in this spreadsheet. Further explanation in the "Chart of Accounts" discussion below.
 - The "Interest/Dividend from Investment Account" entry under "other income" near the bottom of the sheet is the total amount we were able to take out of the Vanguard account for FY20 per by-laws.
- Budget Overview for FY2021:
 - Shows a Net Income of \$2415.83 for the year.
 - Most categories are based pretty much on actuals from FY2020 with some minor adjustments projected. Major differences to this are:
 - RR - income and expenses are based on detailed RR43 budget.
 - There is a -\$4518.07 entry in the first quarter in "Investment Fund Contributions." This is the amount we have just transferred to the Vanguard investment account for the applicable Life Member dues for last year.

- Super Raffle - amounts for both income and expenses are included.
 - Wages/Salaries for Ranger Magazine includes an additional \$1000 for bringing the new Editor on early to work with Ann Dee on the Fall issue of the magazine - before taking over full time for the Winter issue.
 - The "Travel" expense account includes \$1700 for attendance at Outdoor Retail Show in Denver next January.
- Chart of Accounts:
 - First Internet Bank Business Savings account balance will be reduced by the amount being transferred to the Wells Fargo account; and then to the Vanguard investment account for last year's Life Member dues.
 - The balance in the Vanguard account will go up by the amount deposited by the LM dues.
 - There is \$14,895 showing in Accounts Payable. I discussed this with our accountant last year and thought we had resolved it. Will discuss again and it will take a Journal Entry to reconcile this, but I'm not sure what to debit/credit to erase it. Ignore this amount - we do not have any current accounts payable.
 - The Rick Gale fund has a balance of almost \$1500. This is available to be used for the oral history interviews at the upcoming RR (along with additional amounts to be added by current fundraising efforts).
 - There is a positive balance in the Supernaugh Scholarships account - presumably to be added to by current fundraising efforts - to fund SS for upcoming RR.
 - The World Ranger Congress Support fund balance is incorrect. See discussion above. We paid \$10000 for Nepal scholarships, so the balance in this account should be less that amount. Will take a Journal Entry to correct and I'll be discussing this with our accountant.
 - The Restricted-G/L Vanguard Funds account shows the amount of gain in the investment account during FY2020 (not including the dividends which we took out of the account in November and March).

Old Business (President):

- Paul: Identify members for the Election Committee. **Each BOD member should be prepared to provide a name for the committee.** We will need at least three people to serve.
 - Rebecca Nominated Mel Poole

New Business (President):

- **Bill: Motion to Amend By-Laws - Article IV, Section B - Membership Designations** (NOTE: this is modified slightly from what was sent out to BOD members a couple weeks ago):

- Redefine Active Member to say: **“Any current or former employee (permanent or temporary), or volunteer of the National Park Service. Active Members include both members who pay annual dues and life members.”**
- Rename Sustaining Member to Supporting Member and define to say: **“Any person or organization who is ineligible for Active Member status, or who wishes not to be an Active Member, but who wishes to support the purposes of the Association of National Park Rangers.”**
- Associated housekeeping changes for clarity and consistency.
- Lauren K. second motion
 - Discussion - ethical concern, ProDeal, no way to verify potential members status up front, State park rangers?, only difference is voting status, Life Member buy-in, currently all voting with no way to change status back to non-voting
 - Jonathan Motion to table, second Reghan - Vote 5 to 4 to table with 2 abstain
 - Jonathan, Reghan, and Bill will discuss offline and submit next recommendation
- Bill: Recommendation that President appoint a work group to review all categories of membership dues and make recommendations for appropriate changes
 - Use same committee as above
- Bill: Recommendation for selection of new Editor/Publisher of *Ranger Magazine*
 - Application process was initiated through the Harrison Assessment recruitment/selection portal
 - 12 applications received, several were “incomplete” even after two reminders, so were not given further consideration.
 - “Scores” run for eligibility and suitability for seven applicants, resulting in short-listing to three applicants.
 - The short-listed applicants were asked for examples of their work. Two responded and one didn’t (no further consideration given to that one).
 - Two remaining candidates were scheduled for interviews by Paul and Bill (Kendell Thompson, Ryan Qualls and Elsa were sent applicant information and invited to join in the interviews, but did not respond).
 - Based on interviews (plus applicant information), one applicant is clearly more qualified and is recommended for hiring.
 - Melissa DeVaughan - selectee to approve: 15+ journalism experience, graphic designer, former *Coast* magazine editor
 - Leslie Wexler: graphic artist, newsletters
 - Total cost of the recruitment process to ANPR was \$357.84.
 - Resume and Cover Letter of selectee will be sent to BOD.
 - Discussion
 - Ability to bring in advertisers? - Unknown, most contacts AK
 - Treasurer will negotiate/finalize salary
 - No Objections to Offering Melissa the position
- Paul: Should ANPR put on a webinar about mental wellness
 - Psychologist resource mentioned by Jamie

- Main Issue is access to out of work rangers, especially seasonals that do not currently have access to NPS resources
- Jonathan suggest Ranger-to-Ranger chats/virtual meeting
- Compile list of resources for Chris to post to website
- Bill: Status of Super Raffle
 - Any discussion/action based on the summary sent to BOD and others last week?
 - Ford “Ranger” Ranger - approach dealers vs. corporate
 - Jeanette drafted Membership Solicitation for newsletter/social media
 - June 1st Go/No Go Date: enough prizes arranged
- Jeanette: Fundraising update (Spring Campaign)
 - Can someone explain how life century levels work?
 - Wade: According to by-laws all life century upgrade money goes into the investment account, not operating funds.
 - Is it possible to change the format of the receipt people receive so that it includes the amount they donated as well as says thank you?
 - Chris: can change the description on receipt but can’t supply separate Thank You - can send mock-up, but personal acknowledgement might be preferred
 - **We have raised \$2,300 so far.**
 - Goal \$4300 for RR43?
 - Reminder BOD donations for 100% participation; NonProfit Org status
- Meg: COVID - Confidence in RR43 and World Ranger Day happening?
 - RR43 August 10th Deadline for Go/No Go
 - WRD - San Diego gathering cancelled, Discussion in progress for virtual something, Lauren D suggest Facebook Live
 - Opening for Someone to Take Lead to organize/coordinate with CSPRA
 - Meg will be Point of Contact

Reports:

- President:
 - Continued to gather information on GS/GL 0025 reclassification to GS 1801 issue, including drafting an information sheet on the pro’s and con’s of either action.
 - Asked Bill Pierce to Chair the Election Committee.
 - Approved a message of support from ANPR to the Latin American Rangers which was published in their newsletter (in Spanish) reaching about 5,000 Rangers.
 - Acquired the current ANPR Awards Program documentation from Lee Werst, who has volunteered to donate the physical awards plaques to ANPR as long as the Board supports his doing so. Sent the Awards Program documentation to each Board member.

- Finalized a statement from ANPR on COVID-19 Pandemic to our members that is posted on the ANPR Website.
- Worked with Bill Wade to interview candidates for the *Ranger* magazine Editor position.
- Secretary:
 - Minutes/Agenda
 - Added to Compendium of Policies
- Treasurer:
 - Completed renewal of contract with Business Manager for period April 1, 2020 through March 31, 2021.
- Past President:
- Business Manager:
- RR43 Manager:
 - RR43 Management Team continues to work on program, exhibits and other functions.
 - Sending detailed information on RR43 for next issue of Ranger Magazine (due to members early in July).
 - Still working to develop list all former recipients of the Yount Award so we can move ahead on the celebration at the RR.
 - Field trips (Friday, October 16) are confirmed:
 - To Timucuan, Fort Caroline and Kingsley Plantation
 - To Castillo de San Marcos, St. Augustine, Anastasia State Park (and if time allows to Fort Matanzas)
 - Training being considered (but not yet confirmed):
 - NPS Retirement and Benefits
 - Wellness and Resiliency
 - Operational Leadership
 - Mental First Aid
 - Awards Event planned:
 - Yount Lifetime Achievement Award if approved by WASO (NPF has agreed to pay travel expenses for the recipient).
 - Recognition of Yount Award recipients since beginning of the award.
 - ANPR Awards and NPCA Mather Award.
 - DOI Asst Secretary Rob Wallace has been invited (and tentatively confirmed) to be speaker; and NPS Acting Director David Vela has been invited (and tentatively confirmed) to attend; and deliver a keynote speech the following day.
- Education and Training
 - Supplied Elsa with NTE 120 Detail Opportunity announcements to possibly be utilized in ANPR Newsletter

- Drafted lists of names for interest inquiry to join the upcoming Education and Training “committee” to assist on future projects
- Drafted letter for later submittal to ANPR Retirees interested in assisting development of “NPS Culture” course
- Fundraising:
 - Led second fundraising committee meeting on 4/14; attended RR planning meeting on 4/18
 - Worked with Chris, Regan, and Jan to set up the spring fundraising drive - going on now thru May 31; wrote a letter for Paul to sign and be distributed to membership
 - sent thank you emails to people who have donated to spring campaign
 - worked with Bill to clean up spreadsheets on shared drive related to soliciting donations to RR
 - listened to a webinar from NPF titled “Fundraising in Uncertain Times”
 - Keeping in touch with Karen Lee from NPF and Lu Ann Jones, historian with NPS about oral history at upcoming rendezvous; our \$5,000 grant request to NPF wasn’t funded; however, Lu Ann may have money to make it to RR; she’s also considering doing remote interviews
 - keeping in touch with Dr. Will Moreto, professor at UCF about speaking at RR
 - Working to update our profile on 1% for the Planet’s website
- Internal Communications:
- Membership Services:
 - Worked with Tom Banks to provide a new member service, which is resume and cover letter review!
 - Creating content for Facebook regarding the spring fundraiser - we have already raised more than \$2,000 and we still have 1 month to go. I encourage everyone on the BOD to make a donation of any amount
 - Reached out to a stained glass artist for a potential donation to super raffle
 - Working with Jonathan and Jeff Ohlfs on the junior ranger database project
 - Outdoor Retailer summer show cancelled - will work on getting someone to represent ANPR at the winter show in January 2021
 - Writing a membership update article for summer issue of Ranger
 - Met with fundraising committee on 4/14
 - Sent Outdoor ProLink sign-up instructions to two members
- Professional Issues:
 - Confirmed we will offer Mental Health First Aid for Public Safety at RR
 - Updated position papers on 1801 conversion
- Seasonal Perspectives:
 - Communicated with dozens of seasonals about the uncertainty of their positions. Thank you Paul and Jan for sharing guidance.

- Working on social media posts and distribution list to announce the Supernaugh Scholarship - need to decide on date to announce with COVID uncertainty
- Government Affairs:
 - Forwarded the March edition of “The Green & Gray”, the NPS’s public on-line newsletter to the Board FYI. While current employees may receive this information internally from the NPS, it may be of interest to our retired members. If people are interested in receiving, they can sign-up at the bottom of the newsletter.
 - A big shout-out to all the interpreters/social media employees working from home providing some very creative and fascinating content to keep our virtual visitors engaged during these challenging times.
 - Spoke with LuAnn Jones about the NPF grant her office received to conduct oral histories with NPS women leaders in commemoration of the 100th Anniversary of Women’s Suffrage. Provided names of possible interviewees including several who have had leadership roles in ANPR. Although ANPR did not receive our requested grant per Jeanette’s report, I’m glad ANPR is supporting the continuation of this important project via the Rick Gale Fund.
 - While H.R. 2478 “Federal Retirement Fairness Act” continues to be at a standstill, I’m following S. 3422 “Great American Outdoors Act” introduced 3/9/2020 that would establish the National Parks & Public Lands Legacy Fund to support deferred maintenance projects on federal lands and would make the Land and Water Conservation Fund permanent. Sent a brief write-up to Ann Dee Allen for RANGER.
- Strategic Planning:
 - Drafted letter to send to parks near Jacksonville and mailed along with issues of Ranger Magazine.
- IRF Liaison (Meg Weesner):
 - Letter was sent under Paul’s signature to Latin American rangers to recognize several rangers killed in multiple countries in recent months. Thanks to Rick Smith for composing it in Spanish.
 - Letter is being drafted to be sent to rangers at Virunga National Park in Democratic Republic of Congo to express our condolences over the loss of 12 rangers and 5 others during a recent shooting incident.
 - I have not been able to access the IRF website, but World Ranger Day will be celebrated on July 31. Much of this may need to be done virtually. Looking for ideas for virtually commemorating the work that rangers do. Maybe some of these creative interpreters.
 - I’m still recruiting people for the International Committee - would like to have 5-7 members who are interested in international ranger work.

Adjourn: 8pm MT

Next meeting: MAY 26, 2020