

# Association of National Park Rangers Board of Directors Meeting MINUTES

**September 22, 2020**

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

Conference Call

- Phone number: 605-313-4812
  - Password: 873615#
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## Attendance (Secretary)

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

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

- Few changes – table budget approved
- Motion to Approve, Bill, Second, Rebecca
- Pass Unanimously

## Treasurer's Report:

- Financials for the month of August distributed to BOD a couple of weeks ago. No particular issues for the month.
- Several adjustments have been made to the Chart of Accounts in Quickbooks on the recommendation of our Business Manager.
- Still making adjustments in accounting for Life Member Dues and the Vanguard Investment Account based on additional recommendations from our accountant. Check sent to Vanguard dated 9/21/2020 for \$4515 to transfer life memberships from April 1, 2020 through August 31, 2020. Will transfer back out of Vanguard (as soon as I set up the system for bank transfers) \$1266.84 for dividends/interest for the same period. From this point forward, transfers to and from Vanguard will be done on a monthly basis.
- Relative to the annual budget to date:
  - As of the end of August, we were over budget by approximately \$9,000:
    - Income:
      - Over-budget by \$6500 for Sales of Product (fundraising for CURE, etc)
      - Under-budget by \$600 for Donations
      - Under-budget by \$1300 for BOD Donations
      - Under-budget by \$500 for Annual Memberships
      - TBD for life members
    - Expenses:

- Over-budget by \$1300 for Ranger Magazine (printing and postage)
- Over-budget by \$9700 for Purchases (though \$3000 went to Supernaugh Fund).
- Under-budget by \$2450 for Wages (but still a receivable for Sherry and Melissa for Ranger Magazine)
- o Budget for 3rd and 4th Quarters (October 2020 through March 2021):
  - Income:
    - Donations = \$1700 (including \$500 from BOD)
    - Dues = \$11,000 (for both annual and life member)
    - RR Virtual = \$2100
  - Expenses:
    - Ranger Magazine (postage and printing) = \$4050
    - Wages (Business Manager and Ranger Editor) = \$12,600
    - RR Virtual = \$650
  - Projected deficit = \$1600
- Total projected budget deficit for the FY = \$10,600 (depending on outcome of allocations of life member dues and investment account).
- We cannot do anything about the deficit from the first two quarters of this FY - it is what it is.
- Possible alternatives for making up overall deficit for the FY:
  - o Take no action (focus on increasing revenue for next FY)
  - o Reduce expenses:
    - Eliminate one issue of Ranger Magazine
    - Provide one issue of Ranger Magazine digital only
  - o Increase revenue:
    - Strategy to significantly increase membership
    - Increase advertising for Ranger Magazine
    - Increase donations
    - Increase “grant-giving”
- Ranger Mag discussion: suggest for future? 3 digital and 1 all hard copy
- Next issue hard copy because in conjunction/paid by Public Health
- Spring 2021 issue theme fitness, possible digital only – but need to be transparent with membership
- Digital only saves about \$2500 per issue
- Fundraising during virtual RR – reg open, options available to donate in multiple ways
- Chris info: not too much extra cost to print more copies, most cost is initial setup, may need to find out if that cost will increase a bit if go to three issues instead of four
- \$2500 Harry Yount money cover a Ranger issue?
- Decision next board meeting on digital issue
- Often easier to decrease deficit by increase revenue, add advertising to Ranger, possible lower ad cost to increase number of ads
  - o Editor should not be selling advertising too – might add to Chris tasks on commission basis – will discuss offline

- Life member contributions and Vanguard account reconciliation – tryin to set up monthly payments and deduct dividends – report on next BOD
- Paul: keep in mind for future discussion: 2<sup>nd</sup> century life members increase not best?  
Change focus to direct donations ?; because majority of life member fee goes to investment fund and can't touch most of principal, change investment account structure?
  - Can not take 50 out of century upgrades so less emphasis on upgrades
  - Recognizing different levels of donations in mag instead/add to upgrades
- New budget present for last of fiscal year or continue using old (before RR changes) to base decisions/reporting? – stick with old

### Old Business (President):

- Update and Report on Virtual RR
  - Registration Open: so far (3 days) 15 registrations, \$19/\$49 base registration and donations
  - Schedule mostly full and confirmed including keynotes
  - Virtual Platform: BeLive (similar to youtube link) – should be accessible on gov't devices – access to only registered participants
  - Oct 15<sup>th</sup> through 18<sup>th</sup>
  - Social media posts throughout event, encourage to share posts with your networks, especially registration advertising
  - State of Association? Membership meeting?
    - Q&A via chat
    - BOD members each expect to speak briefly at State of Association: crisp, direct, informative, enthusiastic, focus on strategic goals or other major accomplishments (Melissa included as new editor)
    - Business membership meeting agenda: solicit topics/questions/videos ahead of and then BOD address issues in live format? Include nominations from floor for BOD positions
      - Elsa put out in next newsletter
      - Zoom exception to allow more interaction
      - Members need to submit comments/questions by Oct. 7<sup>th</sup>, can include solicitation for questions for other speakers (WASO)
      - Chat moderators for sessions need assigning
  - RR committee will look into Professional Development training aspect of tracking participants, possibly providing certificates of attendance
  - Trivia, Happy Hour in Google Hangouts still on books to keep as many ANPR RR traditions as possible

### New Business (President):

- No New Business, Review Reports

### Reports:

- President:
  - Currently teaching Inland Search Management in Yellowstone NP. Talking with Rangers about their interest in ANPR. It seems lukewarm.
  - Discussions with WASO staff encouraging their participation in the Virtual Rendezvous.
  - Met with Melissa Devaughn, Ranger Editor, and Jan to develop themes for the next four issues of Ranger Magazine.
  
- Treasurer:
  - Bruce McKeeman has agreed to serve on the Finance/Budget Committee. Tom Banks has been asked, but has not yet responded.
  
- Past President:
  
- Business Manager:
  - Continued focus around development of Rendezvous 43.0 Materials
  
- RR43 Manager:
  - Signed contract received from Southbank Hotel in Jacksonville for RR2021.
  - A number of new proposals received from properties in Tucson for RR2022. Plan to start reviewing them after RR43 is “in the books.”
  - Jamie and Jonathan: Report on RR43 virtual:
  
- Education and Training:
  - Worked with Jamie and Jan to develop a break out session for Rendezvous
  - Matched protege with mentor (Interpretation)
  - Assisted Chris with an individual interested in learning more about VRP
  - Continued work on side project to assist in hiring related questions
  - Emailed with Ed Rizzotto regarding membership training survey
  
- Fundraising:
  - Touched base with Ford about our letter asking for Ford Ranger
  - Took a Grant Station webinar; investigated whether ANPR should get a yearly membership to Grant Station. [Wade note: I am signing up (donating) for a one-year subscription to GrantStation for Jeanette to use.]
  - Edited and sent case statement to BOD and fundraising committee members
  - spoke with Chelsea Wells, grants manager at the Coalition, about grant seeking
  - contacted Dr. Will Moreto, professor at UCF, about speaking at virtual rendezvous
  - send a few ideas for Ranger to Melissa
  - led fundraising committee call on Sept. 9; notes are on shared drive
  - Had a video call with Karen Lee, one of the program directors at the Nat'l Park Foundation. We discussed ANPR's role in helping with the NPS oral history project and how the oral histories would be used; what ANPR is and what initiatives we're working on; possible other program areas where NPF might be able to help fund ANPR; re-allocating \$2500 that NPF was going to give for Harry Yount winner's travel to RR.

- o Strategic Plan for October: too late for Combined Fed Campaign 2020; will follow up with Chris for 2021
  - o GrantStation subscription
- Internal Communications:
- Membership Services:
  - o Still working with ExpertVoice to get pro deals through them; they are interested in connecting us with company partners/sponsors
  - o Sent out renewal reminder emails to annual members
  - o Connected three people to Outdoor Prolink pro deals and answered questions of a potential new member
- Professional Issues:
  - o Forwarded contacts to Great Falls Visitor Board for future RR
  - o Developing Trivia for digital RR
- Seasonal Perspectives:
  - o Congrats on Perm job Omaha Regional office!
- Government Affairs:
  - o Talked with Meg & Jamie in preparation for WRC Scholars Panel for Virtual RR. Contacted panel participants to inform them of schedule and format. Three of the four WRC scholars are able to participate.
  - o Reviewed and submitted Housing article to RANGER Editor.
  - o Followed up on H.R. 6733 “Federal Frontline Workers Leave Protection Act”; tied to the pending COVID-19 bill that is stalled in Congress.
  - o Researching information in regards to a Congressional subcommittee hearing on DOI LE’s use, or not, of body cameras. It appears that right now, body cameras are used on a park-by-park bases, not required as national policy, but continuing fact-finding.
- Strategic Planning:
  - o Will work on BeLive dry run Movie night before RR when back in DC
- IRF Liaison:
  - o Worked with Jamie and with Rebecca to develop ideas for presentations at RR43. WRC Scholars Panel is one, and seeking one with IRF board members or the US-based Ranger Foundation.

Adjourn: 8:01pm MT

Next meeting: October 27, 2020

