

GOLD COUNTRY TRAILS COUNCIL, INC.
Board of Directors Meeting Minutes
Tuesday, August 8, 2017 7 PM
Nevada County Horsemen's Clubhouse
10600 Bubbling Wells Road
Grass Valley, CA

Officers:

President	Laura Duncan
Vice President	Melissa Ribley
Secretary	Mary Lundin
Treasurer	Teri Personeni
Past President	Karen Schwartz, absent

Board Members:

Fran Cole, absent
Helen Crawford, absent
Charles Green, absent

Pre-meeting discussion of Strategic Plan to begin at 6 PM

A. Call to Order and Welcome

The board meeting was called to order at 7:02 by President Laura Duncan after the completion of the Strategic Plan review. Willie and Sue Brusin, Cathy Scott and Mary Johnson were in attendance.

B. Changes or additions to agenda

None noted.

C. Approval of Minutes of Previous Meeting

Minutes of the July meeting were previously emailed to all board members. A motion by Teri Personeni and second by Melissa Ribley were made to approve. Motion carried.

D. Approval of Treasurer's Report

The bank balance as of August 8th was \$31,796.21. The Profit & Loss Statement for the month showed a net loss of \$863.71. This included a payment for the Gold Country Equestrian Trailhead port-a-potty for three months. Discussion was held regarding prompt recognition of donors. Teri will catch up on this in the next two weeks. A motion was made for approval of Treasurer's Report by Melissa Ribley and seconded by Laura Duncan. Motion passed.

E. Forest Service Report-Willie Brusin

Willie has been unable to contact Paul Hart of the Forest Service. He suggested that Paul may be out with the Fire Crew.

1. GCTC would like to have TNF provide the mileage information needed for Barry Vaccaro to construct the Bull Penn Lake Trail directional sign located on Lindsey Lake Road. The sign will list six trails. Cathy Scott offered to use the mileage from a mapping application and send it to Willie to give to Paul Hart for his approval on the sign.
2. GCTC would like to have an update on the date for the Bowman Mtn. trail rock staircase project.
3. GCTC would like to meet with Paul Hart on the site of the reconstructed Dascombe Trail.
4. GCTC would like to have Paul Hart chair and organize the location and activities of the United Trails Day scheduled for Saturday, October 14, 2017.

5. Review suggested application form addition. Willie has asked that the membership form add a list on the header of all types of trail users eligible for membership in GCTC. Willie and Mary Johnson will look into revising the form. Also the placard currently being attached to trees along the trails does not indicate that the trails were built and maintained by GCTC. Discussion was held as to whether or not trails built by GCTC but currently maintained by other groups would need separate placards.

F. Old Business

1. Review of Financial Audit-Cathy Scott

An internal audit was performed by member Cathy Scott with assistance by Mary Lundin and Treasurer Teri Personeni for the fiscal year 9/1/15 to 8/31/16. No material discrepancies were found. Some suggestions were made for future recordkeeping procedures, including:

- a. Confirming that more than one officer of the Club has appropriate level direct access to the financial components.
- b. That an annual budget be authorized by the end of October.
- c. Develop and implement a paper transaction form which contains all information needed for GCTC's financial recordkeeping and reporting. This form will be used to authorize payment or reimbursement or record deposits and filed with the documentation attached for each transaction. Cathy Scott and Teri Personeni will work together to create this form.
- d. Incorporate the following monthly reports into Club's Financial Documentation, with copies also filed with the minutes of the meeting. Report periods should match up with the monthly checking account statement if at all possible.

Profit and Loss Statement for most recent month

Profit and Loss Statement for Fiscal Year to Date

Balance Sheet for most recent month and reconciled with the most recent bank statement

Budget status

- e. Financial Committee conduct an internal audit annually, by the end of October.

This process will be recorded in the procedure manuals.

2. Hoot Trail Update/Review of July 14, 2017 Meeting

Melissa Ribley gave a review of the meeting with the Forest Service. BONC President Dan Goldsmith has agreed to review their website and delete negative comments. Cathy Scott and Orion will work together regarding line of site issues.

3. Skillman Campground Sign/Parking-Culvert Accessibility Outside Gate

Further discussion regarding the sign will be presented at the September meeting of the board prior to the general meeting. Ginny Dix will attend the meeting with the Forest Service scheduled for August 9th. Willie indicated that the culvert outside the Skillman Campground gate was caused by water flow from the heavy winter rains and is not repairable with gravel.

4. Little Lasier Meadow Camp/Work/Ride-Mary Johnson

Mary reported that the Little Lasier Meadow Workday was very successful, with 23 people, 13 rigs, 18 horses and 9 dogs. Volunteer hours equaled 84 workday hours, and totaling 123 hours when including delivery of materials and temporary corrals. Corrals were available for all horses at the campout. In addition to the usual campground cleanup, repair of the 4-stall corral unit, and connector trail clearing, a new panel corral was added in site 3, making it a 2-stall site. Work was done on the Blue Trail out of Site 1 around the meadow, and on the Pass Trail paralleling the entrance road to the campground. Road 70-50 was impassable and was cleared. Mary requested approval of the \$933.61 that was spent on supplies. Motion was made by Mary Lundin and seconded by Melissa Ribley to approve payment of cost of all repairs.

G. New Business

1. Consideration of Creating More Trail Liaison Positions

Sue and Willie Brusin will create guidelines for liaisons who will “adopt” a portion of a trail that GCTC maintains. The purpose is to have someone overseeing the condition of all portions of trails, in order to keep GCTC apprised of maintenance requirements.

2. Review Purchasing Authorizations

Put on general meeting agenda

3. Webpage Links for Sponsors/Donations

It was decided that sponsors and those making donations to GCTC would not have website links from the GCTC website to their businesses.

4. Alternatives for Manure Disposal at Skillman-Melissa Ribley

Complaints have been noted on Facebook about manure being left in corrals and bags outside of the trash dumpsters when they are full. Mary Johnson suggested that Melissa check into the TNF using the same process used at Little Lasier Meadow in the Sierraville District that eliminates this problem.

5. Request to Make Tie Downs for Skillman Campground

Table item pending meeting with Forest Service.

6. Member Trail Guides for Non-Members-Teri Personeni

Put on general meeting agenda

7. Mines to Pines Update and Donation

Plans are moving forward with the contract and mapping, as well as a grant request to PG&E for the cost of the NEPA report. Willie and Sue Brusin and Vickie Testa will be involved with the meeting on the mapping of the trail. The importance of “On the ground” mapping vs. computerized mapping was discussed as to the needs of horses using the trail. Willie suggested that GCTC make a donation of \$1000 to the Mines to Pines project only to be used for the bridge over the Fuller Lake Spillway. Wait on direction from Fran Cole before cutting check.

8. Membership Application and Design

See #5 under Forest Service Report

Adjournment-Meeting was adjourned at 9:08 P.M.