**MINUTES FOR THE QUARTERLY BOARD MEETING MEETING**

6:30 pm Monday the 3rd of June 2019

**Location:** Sedona Real Inn [95 Arroyo Pinon Drive Sedona, AZ 86336](https://www.google.com/maps?q=95+Arroyo+Pinon+Drive+Sedona,+AZ+86336&hl=en&sll=34.168218,-111.930907&sspn=15.011018,28.256836&hnear=95+Arroyo+Pinon+Dr,+Sedona,+Arizona+86336&t=m&z=17).

**THE EVENING’S BUSINESS**

1. Call to Order – Kevin  
   Attendees: Dan, Doug, Paul, Joan, Stephanie, Scott, Liz, Kevin, Lauren and Mike.
2. Welcome of guests - Kevin  
   Tom Yager attended the meeting via phone and is considering being a board member.
3. Changes to the Agenda – Kevin
4. Approval of minutes from March meeting – Lauren   
   Minutes were approved.
5. Reports (Questions on written reports)
   1. President’s Report - Kevin   
      Kevin met with Nicole Branton and Eric Norman is the temporary fill in for Adam Barnett.   
      Kevin is also working with Nicole on the collection agreement being renewed.
   2. Community Outreach Committee - Kevin  
      See the attached [report](https://redrocktrailfund.org/resources/Documents/June%202019%20Board%20Meeting%20Minutes%20Files/Community%20Outreach%20Committee%20June%202019%20Update.doc).
   3. Donors - Stephanie  
      Stephanie updated the group that the Donors Committee approved the endowment concept. She is also working on a case statement to help donors understand who we are, what we do, why should give money to us, what we’ve done so far with the money we’ve gotten, strategic planning and our financial position.

The next task is to get ready for the annual mailer.

* 1. Events Committee – Joan  
     See the attached [report](https://redrocktrailfund.org/resources/Documents/June%202019%20Board%20Meeting%20Minutes%20Files/Event%20Committee%20Report%20June%202019.docx). Joan has the Equestrian Endurance Ride event coming up June 8th, and June 18th the Events Committee will be meeting again. She would like to pursue a dog walking event as her next fundraiser.
  2. Treasurer’s – Liz  
     See the attached reports.
     1. [Treasurer’s Report May 31, 2019](https://redrocktrailfund.org/resources/Documents/June%202019%20Board%20Meeting%20Minutes%20Files/Treasurer's%20Report%20May%2031,%202019%20(1).xlsx)
     2. [SRRTF Cash Flow March 10-May 31, 2019](https://redrocktrailfund.org/resources/Documents/June%202019%20Board%20Meeting%20Minutes%20Files/SRRTF%20Cash%20Flow%20March%2010-May%2031,%202019%20(1).xlsx)
     3. [SRRTF October 1, 2018 – May 31, 2019](https://redrocktrailfund.org/resources/Documents/June%202019%20Board%20Meeting%20Minutes%20Files/SRRTF%20October%201,%202018-May%2031,%202019%20(1).xlsx)
  3. Grants Committee - Dan  
     See the attached [report](https://redrocktrailfund.org/resources/Documents/June%202019%20Board%20Meeting%20Minutes%20Files/Grants%20Committee%20Update%20June%202019.docx). Dan said we pulled in about $45,000 worth of grants since March with four pending grants over the next few months. One additional grant is due on June 15th.  
       
     Marlene Macek is interested in being on this committee to help write grants. She is a board member of the Verde Valley Cycling Coalition.

1. New Business
   1. Endowment – Stephanie  
      Stephanie discussed the details of moving forward with setting up an endowment program with the SRRTF. The endowment would be an investment of bonds and equities and would most likely be designated to be dynamic in its use so that the board could choose to use the money for different causes that support the mission. This will help with passive income. Recreation Resource Management will contribute $35,000 and we have a commitment from an anonymous donor that will match up to $50,000. Stephanie would like to choose the Arizona Community Foundation to manage the endowment account. Their average rate of return is 7.75%. Their fee for under a million dollars is three-quarters of a point. The Arizona Community Foundation will provide assistance with large gifts, complex gifts, and giving grants should we ever want to do that. Stephanie’s suggestion is to have enough money in the account that the growth will always be able to fund the Trails Coordinator position at the Forest Service. Using predictions, in 8 years, we could accomplish this with the $70,000 per year donations.

Kevin asked what priority this endowment is with everything else we have going on and the board agreed this should be a top priority that is looked into. Lauren suggested the board keep the use of the funds as open and not just for the Trails Coordinator position because there could be other entities that also fund that position.

Liz moved for the board to accept the concept of endowment and agreed that Stephanie pursue it the next Fiscal Year, starting October 1st, 2019 with available funds. The motion was approved unanimously.

* 1. Small Projects Project Update - Joan  
     Joan gave an update on user experience. See the attached [report](https://redrocktrailfund.org/resources/Documents/June%202019%20Board%20Meeting%20Minutes%20Files/User%20Experience%20Committee%20Report%20June%202019.docx). She has three trails that need updating. These have been put on the 2020 work schedule with hopes to get it moved up even sooner.

Kevin said Nicole supports this committee.

Jennifer previously also suggested a manual being written on trail construction specific to this area and Joan said she would like the committee to take this on.

1. Old Business – Board Schedule Change Reminder

* 1. Master Calendar Update – Stephanie  
     No update.
  2. RRRD Permanent Trails Position Update - Kevin  
     There is no update on the Trails Coordinator position. It is in Nicole’s court and she will update as necessary.

1. Comments, Announcements, Other Business   
   Kevin said if there are any other people who are interested in being board members, pass their information to him. We can have 15 board members and we only have 12.

Justin at REI is agreeable to providing gear to the Westerners for a raffle, using our website.

1. Adjournment – Kevin

NEXT MEETINGS & UPCOMING EVENTS:

Next BOD Meeting September 9, 2019