

Trails For All (TfA) Board Meeting Minutes June 11, 2024 Board Approved July 9, 2024

The meeting was called to order by SL at 5:31 PM.

a) Board Members Present

Shelly Larson (SL) Janet Smith (JS) Karen Foley (KF) Andrew Todd (AT)
Sally Strom (SS) John Anderson (JA) John VanDoren (JVD)

b) Board Members Absent

None

c) Others Present

Chuck Ziehr (CZ) David Kill (DK) Rob Bidner (RB) Paul Parsons (PP)

Consent Agenda: There were no corrections or additions to the Minutes and Treasurer's Report for May 14, 2024. KF made a motion to approve the consent agenda, JVD seconded. The consent agenda was approved.

Reports:

1. Treasurer Update.

- KF has ordered a new Debit Card and has checks. She will cancel Herb Kober's Debit Card as soon as she receives the new one.
- The Board reviewed an updated Expense Policy drafted by KF (see attached). SS made a motion to accept the new policy, JS seconded. The motion passed. CZ requested that KF email him a copy of the revised version.
- KF presented a bill for the renewal of TfA's P.O. Box. The Board felt all recurring expenses of this manner should not require pre-approval from the Board and can be approved after-the-fact. SS suggested that we add an agenda item to the Treasurer's Update for every meeting: "are there bills to be presented for approval?". The Board agreed we should do so.
- AT requested permission to purchase tools for the signage project (post hole digger, pry bar, etc.). AT noted that these expenses will be covered by the funds we received for the Athletic Brewing grant. JS put forth a motion to approve these expenses, JA seconded. The motion passed.
- JA suggested that we should capture all Donations In Kind to track the value of items donated by Board Members and TfA volunteers. It was noted that TfA doesn't currently track Assets, just Expenses; the Board agreed tracking assets is too complex for our organization.
- All The Range (ATR) has requested that we reconcile our inventory with them twice a year (proposed July, December). The Board agreed to this timeline.
- Insurance Handoff. Herb Kober would like to hand off the insurance duties to a current Board member. JS agreed to review documents HK provided to KF and SL, and will take care of the insurance duties going forward.

2. Regional Partnership.

- SL presented a revised version of the RPI one-pager incorporating comments by JS (see attached). Next steps were discussed at length by the Board.
- JVD has researched the Envision RPI (previously Envision Chaffee) and determined they spent the majority of funds from their initial grant on consultants for community outreach. Their planning horizon was 12 to 18 months before they moved forward. Topics included:
 - Creating a new non-profit organization with a new Board that would apply for the RPI Grant.
 - Possible hiring of a part-time Executive Director and part-time Grant Writer.
 - A basic framework for the goals should be built before taking it to stakeholders:
 - Listening session to engage key stakeholders (e.g., Ranchers)
- Chicken or the Egg first challenge: do we do community outreach first to garner support for the Grant application, or do we build the framework before we reach out?
 - Key element: need to move quickly so we don't miss out on the opportunity
- JVD, JA and AT are our current strategic Master Plan team. They will reach out to the Consultant(s) who assisted Envision and see if they can meet in person with the TFA Board. We would then engage CCSAR, USFS and Tourism. Discussions would continue via email to keep the project moving forward.

3. Rainbow Trail Signage.

- AT has received the signs. He will touch base with Jeff Outhier to see when we can begin the replacement project. JA suggested we present a schedule with dates to JO for review.

4. OnX Recreation Access Stewardship Grant. We will pass for this year.

5. Trail Maintenance 2024. The first trail crew of the season was completed by SL at Lion Canyon on June 1, 2024.

- CZ said we should include tool usage and safety as part of the volunteer training before each event. He also recommended that for crews where we do not have a co-leader, the crew should stay together as one group (versus split into two groups).
- The next trail crew is scheduled for June 15th on Comanche/Venable; AT is the crew-leader. He noted that Venable is fairly clear, but Comanche has a tangle of downed trees in the avalanche chute. RB is set to lead a crew to the same area June 29th; he will also focus on Comanche.

6. Community Outreach – South Colony


- The event is scheduled for July 27th & 28th at South Colony. CCSAR has pledged assistance, and the USFS will support part of the time.
- It was recommended that we have staff at the lower lot and the upper lot to connect with hikers/campers/trail users. KF volunteered to camp at the top of the trail to do outreach.
- SL presented two posters she would like to print: “Trash the Trash” and “Leave It As You Find It”. See attached artwork. She decided against handing out stickers. KF made a motion to approve the purchase of the two posters, JVD seconded, the motion passed.

- 7. Tools.** SL noted that one of the loppers used on the Lion Canyon crew has a broken handle. SL proposed that we replace this with a smaller, lighter lopper; she also suggested we purchase several smaller loppers to accommodate our volunteers. She will reach out to HK for assistance in sourcing the tools. JS made a motion for SL to purchase the loppers, JVD seconded, and the motion passed.
- 8. AED Purchase.** SS has purchased the AED but is waiting for confirmation that our Sales Tax Exemption request has been approved. Once her credit card has been charged and the order completed, SS will present the revised Expense Report to KF for reimbursement. Due to discounts and the tax exemption, the price dropped from \$1605 to \$1395. SS will contact Steph Giebeig when the AED is delivered to schedule a refresher presentation on how to properly use an AED.
- 9. Park to Park Trail.** JVD and JS met to discuss TfA's involvement with the Towns of Westcliffe and Silver Cliff urban trail projects. The Towns have recently maintained the trails, but they do not have the capacity to seek Grants.

 - JVD believes TfA could assist with the grant-writing process, and is drafting a plan focused on (1) walk-ability/bike-ability and (2) a 10-12 miles long loop trail for hiking and running. The group noted these concepts fit well with the RPI discussion and will keep it on our agenda.
- 10. The Pines Ranch Wellness Seminar #3.** SL and HK will represent TfA at the Physical Activity Emphasis seminar on July 13th.
- 11. Volunteer Appreciation Event.** The following dates were suggested for our annual volunteer appreciation event, in order of preference: (1) Saturday, August 24th Lunch; (2) Friday, August 23rd Dinner; (3) Thursday, August 29th Dinner; and (4) Friday, August 30th Dinner. SS will reach out to All Aboard Westcliffe for availability, and SL will contact Cathy Snow to see if Cliff's Edge is available. They will report back at the meeting in July. SS reminded the group that we would like to rename the Volunteer of the Year Award in honor of Jim Daulton.
- 12. Webinar Series.** JVD told the group about a free webinar series that allows TfA access to date from All Trails. <https://publiclands.alltrails.com/>

Next Meeting: The next board meeting will be Tuesday, July 9, 2024 at 5:30 pm MT.

Adjournment: SL adjourned the meeting at 7:07 pm.

Minutes prepared by:  Sally Strom, Secretary, Trails for All Board of Directors

Dear Board,

Income in May consisted of online sales of the second edition of the hiking guide. Expenses in May consisted of shipping costs for online orders of the second edition of the hiking guide, a fee for renewing our state registration, and a purchase of checks from our bank.

Account Summary

Date	Description	Amount
05/01/2024	Beginning Balance	\$32,788.41
	3 Credit(s) This Period	\$323.55
	4 Debit(s) This Period	\$40.49
05/31/2024	Ending Balance	\$33,071.47

Activities Details:

Online hiking guide sales - Nine copies of the second edition of the hiking guide were sold online over the past couple of months and we finally received the transfers of those funds from Flipcause in May.

Shipping costs - Two hiking guides were shipped to customers in May.

State registration fee - Every year we must renew our registration with the state of Colorado, which requires a \$10 processing fee.

Check purchase - We recently ran out of checks from when we first opened our account with Kirkpatrick Bank, so an additional 80 checks were purchased.

Additional note - An additional invoice was sent on June 3rd to All the Range for products for resale that were delivered on May 22nd, so it will not be reflected on the Treasurer's report until next month. Also, several reimbursements will be going out in June, so expect some large changes to our finances next month.

Attached for your review are the following documents:

- TFA 2024 Budget Summary
- TFA May 2024 Balance Sheet - TFA May 2024 P/L Statement
- TFA May 2024 Bank Statement

Please let me know if you have any questions or comments.

Best wishes,

Karen Foley

Treasurer, Trails For All

2024 Budget Status – The dollar amounts shown for 2024 actual are accurate relative to our bank and books as of May 31, 2024.

Account Description	2023 Actual	2024 Budget	2024 Actual
Direct Public Support - Individual Contributions	270	300	25
Direct Public Support - Corporate Contributions	137	100	
Direct Public Support - Spirit Campaign	6,683	6,500	6,938
Direct Public Support - Event Generated			
Product Sales	4,244	4,500	2,930
Grants	9,300	12,433	13,433
Total Income	20,634	23,833	23,326
Bank Service Charge			(21)
Insurance	(1,872)	(2,000)	
Event/Outreach	(771)	(500)	
Grant Support/Matching		(500)	
Equipment	(235)	(200)	
Operating Supplies		(100)	
Training/Tuition/Event Registration		(300)	
Travel Expenses		(250)	
SEEK Support	(3,748)	(6,133)	
Two For The Trails Grant		(6,300)	
Trail development expense		(1,500)	
Web Registration			
Web Hosting/Development/Maintenance	(1,200)	(1,200)	
Mailchimp		(180)	
State/Federal Fees	(300)	(300)	(10)
PO Box Rental/Postage	(106)	(110)	(87)
Graphic Design Services	(3,000)	(300)	
Printing/Shirts/Collateral	(7,580)	(1,500)	(1,120)
Advertising	(300)	(300)	
Total Expenses	(19,112)	(21,673)	(1,238)
Net Cash	1,522	2,160	22,089
	Actual net YTD 2023	Projected net EOY 2024	Actual net YTD 2024

Unpaid Invoices (as of 05/31/24)

	Not Yet Overdue	Number of Days Overdue				Total Unpaid
		30 or Less	31 to 60	61 to 90	91 or More	
All the Range	\$2,322.85 3 invoices					\$2,322.85 0.00 overdue
Total Unpaid	\$2,322.85 3 invoices	\$0.00 0 invoice	\$0.00 0 invoice	\$0.00 0 invoice	\$0.00 0 invoice	\$2,322.85 0.00 overdue

Balance Sheet

Trails For All

As of May 31, 2024



ACCOUNTS	May 31, 2024
Assets	
Total Cash and Bank	\$33,071.47
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
Total Assets	\$33,071.47
Liabilities	
Total Current Liabilities	\$0.00
Total Long-term Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Total Other Equity	\$0.00
Total Retained Earnings	\$33,071.47
Total Equity	\$33,071.47

Profit and Loss



Trails For All

Date Range: May 01, 2024 to May 31, 2024

ACCOUNTS	May 01, 2024 to May 31, 2024
Income	
Sales	\$323.55
Total Income	\$323.55
Total Cost of Goods Sold	
	\$0.00
Gross Profit	\$323.55
As a percentage of Total Income	100.00%
Operating Expenses	
Bank Service Charge	\$20.75
Legal Fees	\$10.00
Postage & Delivery	\$9.74
Total Operating Expenses	\$40.49
Net Profit	\$283.06
As a percentage of Total Income	87.49%



Bank Statement – May 2024



PO Box 2850
Edmond, OK 73083

RETURN SERVICE REQUESTED

TRAILS FOR ALL
PO BOX 386
WESTCLIFFE CO 81252-0386

Statement Ending 05/31/2024

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Managing Your Accounts

	Address	8 Bassick Place Westcliffe, CO 81252
	Branch Number	719-783-2030
	Customer Service	405-341-8222 or 1-866-262-2657
	Online	kirkpatrickbank.com
	Telephone Banking	405-341-3330 or 1-866-652-2657

Summary of Accounts

Account Type	Account Number	Ending Balance
SIMPLY FREE BUSINESS CHECKING	XXXXXXXXX2900	\$33,071.47

SIMPLY FREE BUSINESS CHECKING-XXXXXXXXX2900

Account Summary

Date	Description	Amount
05/01/2024	Beginning Balance	\$32,788.41
	3 Credit(s) This Period	\$323.55
	4 Debit(s) This Period	\$40.49
05/31/2024	Ending Balance	\$33,071.47

*PLEASE EXAMINE STATEMENT AT ONCE. IF NO ERROR IS REPORTED WITHIN 30 DAYS, THE ACCOUNT WILL BE CONSIDERED CORRECT.
*IN CASE OF ERRORS OR QUESTIONS CONCERNING ELECTRONIC TRANSACTIONS, PLEASE TELEPHONE OR WRITE US AT THE ABOVE ADDRESS.

Electronic Credits

Date	Description	Amount
05/01/2024	PAYMENTS FLIPCAUSE INC NTE* FLIPCAUSE TRANSFER\	\$107.85
05/01/2024	PAYMENTS FLIPCAUSE INC NTE* FLIPCAUSE TRANSFER\	\$143.80
05/09/2024	PAYMENTS FLIPCAUSE INC NTE* FLIPCAUSE TRANSFER\	\$71.90

Electronic Debits

Date	Description	Amount
05/01/2024	XX9278 PURCHASE CO SECRETARY STA DENVER CO 46567428 626727	\$10.00
05/06/2024	XX9278 PURCHASE PIRATE SHIP POS 8444455854 WY 07342436 908355	\$4.87
05/10/2024	XX9278 PURCHASE PIRATE SHIP POS 8444455854 WY 98417311 093102	\$4.87
05/29/2024	HARLAND CLARKE CHK ORDER 17ES19611332500	\$20.75

Daily Balances

Date	Amount	Date	Amount	Date	Amount
05/01/2024	\$33,030.06	05/09/2024	\$33,097.09	05/29/2024	\$33,071.47
05/06/2024	\$33,025.19	05/10/2024	\$33,092.22		

Purpose

The Board of Directors of the Trails For All recognizes that board members, officers, and volunteers ("Personnel") of Trails For All may be required to travel or incur other expenses from time to time to conduct organizational business and to further the mission of this non-profit organization. The purpose of this Policy is to ensure that (a) adequate cost controls are in place, (b) travel and other expenditures are appropriate, and (c) to provide a uniform and consistent approach for the timely reimbursement of authorized expenses incurred by Personnel. It is the policy of Trails For All to reimburse only reasonable and necessary expenses actually incurred by Personnel. When incurring business expenses, Trails For All expects Personnel to:

- Exercise discretion and good business judgment with respect to those expenses.
- Be cost conscious and spend Trails For All's money as carefully and judiciously as the individual would spend his or her own funds.
- Report expenses, supported by required documentation, as they were actually spent.

General Guidelines

Advance Approval - All expenses incurred by Trails For All personnel must be presented to the board [at a board meeting or via email by filling out](#) the Expense Report (see below) for pre-approval prior to incurring the expense. [Board approval, documented in approved meeting minutes or by vote via email, must be given prior to an expense being incurred. Exceptions to the advance approval requirement include expense items the Treasurer has been authorized by the board to pay.](#)

Necessity of Travel - In determining the reasonableness and necessity of travel expenses, Personnel and the board members authorizing the travel shall consider the ways in which Trails For All will benefit from the travel and weigh those benefits against the anticipated costs of the travel. The same considerations shall be taken into account in deciding whether a particular individual's presence on a trip is necessary. In determining whether the benefits to Trails For All outweigh the costs, less expensive alternatives, such as participation by telephone or video conferencing, or the availability of local programs or training opportunities, shall be considered. In some cases the person(s) travelling may wish to absorb the costs of travel to help the organization. In these cases we strongly encourage Personnel to accurately document these in kind contributions on the Expense Report so we can accurately track true expenditures and contributions, as well as adequately recognize the contribution being made.

Non-Reimbursable Expenses - Trails For All maintains a strict policy that expenses in any category that could be perceived as lavish or excessive will not be reimbursed, as such expenses are inappropriate for reimbursement by a nonprofit, charitable organization. Expenses that are not reimbursable include, but are not limited to:

- Travel insurance
- First class tickets or upgrades.
- When lodging accommodations have been arranged by Trails For All and the individual elects to stay elsewhere, reimbursement is made at the amount no higher than the rate negotiated by Trails For All. Reimbursement shall not be



THE COLORADO OUTDOOR REGIONAL PARTNERSHIPS INITIATIVE

Local collaborations in support of thriving people, landscapes, and wildlife statewide

WHAT IS THE REGIONAL PARTNERSHIPS INITIATIVE?

The initiative aims to bring together local conservation and recreation efforts to learn and elevate community-level perspectives, values and priorities, which can inform work across Colorado. Some of these coalitions existed before the **Regional Partnership Initiative (RPI)** while others have come into being through a collaborative grant program.

Regional Partnerships now cover 70 percent of Colorado's geographic area. Each Regional Partnership considers multidisciplinary interests, including tourism, recreation, wildlife, equitable access to nature, water quality, habitat health and cultural resources. Many of the Regional Partnerships provide much-needed data and landscape-level perspectives that communities can use in short- and long-term planning.

Regional Partnerships are funded in part or entirely through the **Regional Partnerships Initiative Grant Program**, a collaboration between **Great Outdoors Colorado (GOCO)** and **Colorado Parks & Wildlife (CPW)**. Grants can be up to \$150,000.

Through the first four grant cycles, the program awarded \$3,039,981. As of early 2024, 18 Regional Partnerships have received funding, covering about 70 percent of Colorado. The goal is to grow membership, with coalitions covering the entire state.

GRANT AMOUNT (NO MATCH REQUIRED)

Grants are offered for one- to two-year durations. Custer County can apply for a **Partnership Capacity Grant** (no match required) and may request between \$25,000 and \$150,000 to support coalition building, facilitation, communication, administration and coordination of a **Regional Partnership Initiative**.

ELIGIBLE GRANT RECIPIENTS

- Colorado nonprofit organizations and government entities that represent a coalition with a broad range of outdoor interests, including, conservation, outdoor recreation, working lands, under-represented populations, and government interests OR demonstrate a commitment to building a coalition with these interests.
- Groups that commit to identifying community-driven conservation and sustainable outdoor recreation values, objectives and priorities while considering opportunities to inform Colorado's Outdoors Strategy, a collaborative vision for conservation, climate resilience and sustainable recreation.

WHAT'S NEXT

Grant cycles expected in Fall 2024 would fund the work of existing Regional Partnerships and add new coalitions to the network for 2025. Custer County can apply to represent new coalitions in areas that do not have a Regional Partnership. (See RPI Map below.) We can prepare to apply by getting buy-in from the proposed Key Stakeholder Partners. Buy-in from Supporting Partners would be a bonus.

AT-A-GLANCE

- RPI Partnership Capacity Grant can be up to \$150,000 for the sole purpose of **CREATING** an Regional Partnership Initiative in Custer County
- Custer County is one of a **VERY FEW** counties that do not have an RPI but do have exceptional outdoor recreation opportunities (See RPI Map below)
- The **100+ mile Rainbow Trail** could be a well-suited collaborative project – maintenance, enhancement, promotion and protection as the 4 RPI Pillars.

GRANT CYCLE POTENTIAL TIMELINE

Fall of 2024 : Application Period Opens
 Month 1: Letter of Interest Deadline
 Month 2: Application Deadline
 Month 3: Application Review & Scoring
 Month 4: Applicant Presentations and Awards Announced



LEARN MORE

[CPW.State.CO.US/AboutUs/Pages/Regional-Partnerships-Initiative.aspx](https://cpw.state.co.us/AboutUs/Pages/Regional-Partnerships-Initiative.aspx)

PROPOSED KEY STAKEHOLDER PARTNERS CUSTER COUNTY REGIONAL PARTNERSHIP INITIATIVE:






PROPOSED SUPPORTING PARTNERS:

Rocky Mountain Back Country Horsemen, Towns of Westcliffe and Silver Cliff, Dark Skies of the Wet Mountain Valley and All the Range



TFA Community Outreach Day Promo Options



DO COLORADO RIGHT WITH THE CARE FOR COLORADO LEAVE NO TRACE PRINCIPLES



KNOW BEFORE YOU GO

The first step happens before you ever step outside. Minimize your impact while maximizing your enjoyment by researching the area you're visiting and preparing accordingly.



STICK TO TRAILS

Stick to trails and follow the path to preservation. As tempting as shortcuts may be, staying on designated trails protects our landscapes from erosion and you from injury.



TRASH THE TRASH

It's not just what you take, but what you leave behind that has an impact. So next time you adventure into the great outdoors, know that your small effort to clean up goes a long way.



LEAVE IT AS YOU FIND IT

The best way to nurture the nature you love is to leave it alone. Tree carvings, uncleaned gear and even a picked flower can wreak havoc on a delicate ecosystem. So remember, if you love it, leave it.



BE CAREFUL WITH FIRE

Colorado's first defense against wildfires isn't our firefighters or rangers — it's you. Prevent damaging wildfires by never leaving fires unattended and always fully extinguishing them.



KEEP WILDLIFE WILD

Colorado is home to tens of thousands of creatures. Keeping them — and you — safe means keeping your distance and keeping your food locked tight.



SHARE OUR TRAILS AND PARKS

With over 40% of Colorado being public land, there's room for everyone to enjoy — help others experience the peace and wonder of our great outdoors by keeping noises low and respect high.

To learn more visit
docoloradoright.com

DO COLORADO RIGHT.COM

COLORADO TOURISM OFFICE

LEAVE NO TRACE

Space for partner copy et iusto odio dignissimos ducimus prae sentium
luptatum deleniti t iusto odio dignissimos ducim vero eos et accusa.

YOUR LOGO

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