

# Association of National Park Rangers Board of Directors Meeting MINUTES

Date: January 28, 2020

Time: 8:30 pm ET/7:30 PM CT/6:30 pm MT/5:30 pm PT

Conference Call

- Phone number: 605-313-4812
- Password: 873615#

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## ----- AGENDA TOPICS -----

### Attendance (Secretary):

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

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

- Bill motion, Jonathan second approving DEC minutes - motion passes unanimously

### Old Business (President):

- By-Laws Revision: No further comments from members, Rebecca move, Kayla second - motion passed unanimously to accept eliminating associate membership and convert to active or supporting -> update bylaws, website, membership application forms including Ranger mag (Bill made Chris aware)
- Still posting 3 Accomplishments on ANPR Website? -No
  - Paul would like to highlight accomplishments in Board Member Reports in BOD Minutes and Elsa can pull accomplishments if needed, no rigid req. for 3

### New Business (President):

- Paul - Ann Dee Allen, *Ranger* Editor would like to resign/retire after Fall issue - if we want to continue with an editor would need a new one ideally for that same issue for transition
  - Jonathan would like to see recruitment include expertise in web content to be able to post individual articles on social media
  - Rebecca and Paul would like to see ANPR keep publishing hard copy, Paul suggests keep quarterly Ranger and use newsletter much more than current use to highlight more breaking news, individual content

- Paul - selecting committee? Bill motion, Jeanette second to continue publishing Ranger quarterly, start process to hire and to further Jonathan's suggestion to digitally publish more timely news
- Paul appointed Bill as Recruitment and Selecting Committee Chair and requested Elsa, Jonathan, Ryan Qualls, and Kendall Thompson assist
- Paul - email from Tom Medema suggesting we need to rebrand ANPR
  - New logo suggestion- Paul will send email out for board to see and discuss again later
- Paul - Board please remember to donate, send names to Jeanette for Fundraising Committee member suggestions
  - Jeanette will move forward with gathering committee for first conference call in Feb and start generating ideas
- Sharing strategic plan and Infographic in progress, but share work plan?
  - Work plan more fluid so should not need to publish broadly, keep as internal Board document
  - Motion to share work plan with members not public, Jonathan moved and Rebecca second - motion passes unanimously
    - Jonathan will follow up how to make work plan a link available in newsletter

## Board Member Reports:

- President:
  - WASO visit was very successful. See the WASO trip report. Note from Assistant Secretary on January 12 indicates that our visit has moved NPS forward to revisit the GS/GL 0025 to GS 1801 series transition. All WASO leaders and Assistant Secretary wish to be invited to attend RR 43.
  - Received a positive response to verbal inquiry about holding RR45 near Acadia National Park in 2022. Bill will follow up to see if this might work out.
  - Received notice from Ann Dee Allen, *Ranger Magazine* editor that she plans to resign after the Fall, 2020 issue is published.
  - Met with all BOD members on the Strategic work plan for 2020. Thanks for your time, and also for getting your monthly reports in timely!
  - Appointed Meg Weesner as the new IRF Liaison, and Chair of the International Programs Committee. Jeff Ohlfs will continue to be our liaison to the Ranger Foundation.
- Treasurer:
  - Following documents were distributed to BOD members on 1/20/20 for review prior to BOD meeting
    - December 2019 Balance Sheet
    - December 2019 Profit and Loss Statement
    - Budget vs. Actual Report 4/1/19 thru 12/31/19 (first three quarters of the FY)
    - Treasurer's analysis of the Budget vs. Actual Report

- Current balance (as of 1/23/20) in the Vanguard investment account is \$152814.50
- I will need input on any proposed expenditures and expected revenue from BOD members or committees for FY2021 budget by no later than March 15
- Meeting with Tucson Visitors Bureau for 2021 RR
  
- Past President:
  - Partnering with newly re formed Ranger FOP
  - Working on Fitness theme for Ranger Magazine
  - Working on Logistics for RR
  - Spring Fundraiser??
  
- Business Manager:
  - Have been working with ANPR's new board members to get everyone connected to Drive and email. I believe that all new members at this point have been connected.
  - Working with Google and a company called Techsoup to get ANPR either discounts or totally free access to software. I'm still waiting on verification but I'm optimistic that this will work for us.
    - Optimal outcomes here would be: @anpr.org email addresses for everyone that route through Google and avoid the spam problem currently faced. And savings on the business software that we use like Quickbooks that could save \$680/yr.
  
- RR43 Manager:
  - Conference call with RR Management Team (Jan Lemons, Jonathan Shafer and Jamie Richards) on 1/18/19
    - Still positions to be filled. Additional help will be solicited by the end of this month
  - Plans progressing to have celebration of the 25th anniversary of the Harry Yount Award at RR43
  - Jamie and Kayla are conferring on training opportunities to be scheduled in conjunction with the RR. Needs to be confirmed soon so meeting room space at Lexington can be adjusted.
  - DC Trip week of 1/6/20 by Paul and Bill generated a number of leads for RR presentations and strong interest to attend RR, including by NPS Acting Director and the Assistant Secretary (DOI) for Fish, Wildlife and Parks.
  - Meeting week of January 27 with Tucson CVB to provide RR RFP to distribute to prospective properties for RR44 in 2021.
  
- Education and Training:
  - am putting together a strategic plan for Education and Training; hope is to have the first draft distributed to the board by the end of this month. If BOD could review it and provide feedback I will then make the proper adjustments.
  
- Fundraising:
  - Hoping to move forward with a fundraising committee

- Looking into a NPF Grant that would focus on Women in Parks: wrote to Karen Lee and Frank Dean for guidance
- Sent thank you letters to Nuun Hydration and Mountaineers Books for their support of RR in Everett, WA
- Attending three grant writing courses at Cincinnati Public Library weeks of January 20 and 27
- Wrote email to Lu Ann Jones to collaborate on fundraising efforts for oral history project.
  - Waiting for clarification if ANPR can apply for Women in Parks grant for Oral History Project
  - Bill, no harm in applying even if addition but separate from LuAnn grant application
  - Paul, Jonathan, and Jeanette will discuss further
- Internal Communications:
  - As we enter our reports into the agenda, I will glean from that to comprise "updates from the BOD" section in the newsletter. This will contain highlights that members can read. I will also include a link to the BOD meeting minutes so they can read them in full.
  - Comment on Facebook Post for Meg
- Membership Services:
  - Wrote membership update for spring issue of *Ranger*
  - Researching examples of other nonprofit welcome letters to inform creation of one for our new members - if you have an example please send it my way!
  - ProDeal announcement went out 24th, over 30 people signed up so far!
- Seasonal Perspectives:
  - Met with Paul and Jonathan to identify action steps and goals for 2020
  - Forming a committee to address and gather information about seasonal issues
  - Contacted Will (previous Seasonal Perspectives) regarding his experience
  - Connected with Jan to start the process for Supernauth, writing up potential winter internship opportunity?
- Government Affairs:
  - Met with President & Strategic Affairs Chair to ID GA goals & actions for 2020 WP.
  - Ben Walsh, previous BOD Government Affairs, briefed me on GA issues, especially on H.R. 2478 Federal Retirement Fairness Act, to facilitate a smooth transition.
  - Met with NPS Training Specialist, Visitor & Resource Protection, about general training issues and how ANPR might better support NPS training.
- Strategic Planning:
  - Completed work planning calls under direction of President.
    - Thanks to all for your willingness to share your priorities.

- Working on strategic planning infographic with Elsa Hansen, Reghan Tank, and Lauren DeGennaro.
  - Graphic Designer under contract to produce Infographic within 30 days
- Jonathan will work with board members to review their progress on planning goals on a case by case basis.
- Jonathan worked with Chris Reinhardt to send copies of Ranger Magazine to Colorado State on a quarterly basis.
- Jonathan worked with Harpers Ferry to determine the feasibility of adding oral histories to Colorado State University.
- Jonathan, Jamie Richards, and Jan Lemons wrote/edited a position description for PIO mentorship position and worked with Elsa to share this with the public.
- IRF Liaison:
  - Rebecca submitted an article to *Ranger* Editorial Advisor about the 9th World Ranger Congress summarizing the event and 2019 Chitwan Declaration.
  - WRC scholarship attendees committed to a presentation about their WRC experiences at the next RR in Jacksonville.
  - Rebecca resigned as the IRF Liaison with her election on the board for Government Affairs. Andy Wright, IRF North America Rep, has been informed of this change.
  - Meg Weesner was appointed to serve as the IRF Liaison for 2020. Discussed priorities and work plan items with President Paul Anderson.
  - Tasks have been added to the Work Plan, and will start with (1) making contact with Andy Wright, TN State Park Ranger serving as IRF North America Rep. and (2) establishing an International Programs Committee to carry out the international program of ANPR.
  - Meg will use World Ranger Conference attendee info to start forming committee and supporting World Ranger Day
- Public Information Officer:
  - This new position will be a volunteer internship working with Jonathan, Jamie and Jan to support our Public Information needs behind the scenes. It will be announced on Facebook, etc. this month.

Adjourn: 9:48PM EST

Next meeting: February 25, 2020 8:30 PM EST

Next Agenda deadline Feb 18th