

MINUTES OF NOVEMBER 14 MEETING NUMBER 10, 2019

PRESENT: Barbara Brandt, Fran Horn, Eloise Williams, Frank Pearce, Kathy Billmann, Regina Coeby, Peggy Marter, David Bicking, Chris Deneller, Peggy Marter, Kevin Drevik, Neil Kornhauser, Joe Fabian, Jerry Martina, John Kerney, Rosemary Mason

ABSENT: David Bicking, Kevin Drevik, Barbara Berman, Doug Hillebrecht

OTHER ATTENDEES: Faye Bray, Jay Schoss

MINUTES: Minutes were approved with a motion made by Kevin Carlin, and seconded by Peggy Marter

PRESIDENT'S COMMENTS- David Bicking resigned as Hiking Chair. Evelyn Minuto appointed as new Hiking Chair

How much responsibility do leaders have for checking memberships of participants, sign ups and no shows

Policies of club not all in past minutes as policies

ex: Complaint policies

Meet up policies,

Activity Chairperson policy

Activity participation

Sign in sheet policy

Joint trip policy

Next Month – Meeting moved upstairs

Treasurer's Report Approved - motion made by Jerry Martina and seconded by Kathy Billmann.

Reports of Activity Chairs

Canoeing- No trips since the end of Oct.

Hiking -New chair

Cycling- Lots of trail riding, some road rides. New leader-Mica Abram

Cross Country Skiing- First trip Jan 14

Back Packing- Had a trip of 20 miles in Oct. Week long trip planned in May.

Trail Maintenance- First Tues was Nov 5, Nov. 21- Give back day, Dec 10th will be wreath gathering. Dec 14- assembling of wreaths, Wreaths will be given to the less fortunate.

REQUEST FOR FUNDS \$150 for Holiday tailgate at Brenden Byrne Dec 21, motion passed -Motion made by Christine Deneller seconded by Kevin Carlin.

OLD BUSINESS

Social Event- 97 people paid. Nov 3rd RSVPS were closed. More people requested tickets after that.

Budget- Proposed Budget passed. Jerry Martina made the motion and Frank Pearce seconded. 2018 audit was done by Kathy Billman. Letter of such was read.

Policy for financial documentation and reimbursement of club events collecting money and requests for funds.

Leaders who collect money for club events must document it. OCSJ trip/event expense reports (along with the sign in sheet and receipts) must be submitted within 30 days of the end of the activity. They must be sent to and reviewed by the Activity Chair if a club wide event or the Activity Chair for a specific section event such as cross county skiing or canoeing. After the appropriate Chairperson has ensured that the leaders are in compliance with policy, the report will be sent to the Treasurer. All expense reports submitted by a member of the OCSJ Board will also be reviewed by the President. Any excess funds collected must be returned to the club Treasury or the club participants.

Any request for funds from the club more than \$25 must be approved by the Board before the expense is incurred. It should be submitted in writing on the Request for Funds form. Officers, chairs, leaders, committee members, shall be reimbursed for reasonable out of pocket expenses incurred in conjunction with Club activities which are adequately supported by receipts.

Jerry Martina made the motion for the first paragraph to be approved Fran Horn seconded. First paragraph passed. Second paragraph motion made by Jerry Martina ,seconded by Frank Pearce passed.

Complaint Policy

Complaints must be submitted in writing. If the complaint deals with a trip leader, then that leader is asked to submit a written report. The President or Executive committee will try to resolve the issue. (Nov 8 2007)

Complaint Policy-

- a. The person with a complaint must make a formal complaint,
- b. This must b followed with a written complaint to the Board either in email or a letter.
- c. The Board will seek trip leaders input, or other parties as necessary.
- d. The President or the Executive Committee make the initial analysis about the complaint (Jan 14 2010).
- e. Board will make the final decision on how the complaint will be resolved.

Additional Policy Proposal

OCSJ reserves the right to remove members from the club permanently and or Meet Up for extreme incivility, unsafe, or improper behavior, as judged by the Board of Trustees

Accepted with a motion made by Peggy Marter seconded by Neil Kornhauser. Motion to amend previous motion made by Peggy Marter and seconded by Rosemarie Mason

MOTION FOR MEMBERS THAT NO SHOW EXCESSIVELY

Motion for a new policy that would remove members from meetup who RSVP and excessively no show. Members who RSVP for an event and do not show up 5 times within a calendar year will be removed from Meetup for a period of 6 months. They will be reminded of this policy and given a warning after 3 no shows.

MOTION FOR MEMBERS THAT CANCEL EXCESSIVELY

Motion for a new policy that would remove members from meetup who RSVP and excessively cancel less than 24 hours before the event. Members who RSVP for an event and cancel 10 times within a calendar year will be removed from Meetup for 6 months. They will be reminded of this policy and given a warning after 5 cancellations.

ADJOURNMENT

Motion to adjourn made by Peggy Marter and seconded by Kevin Carlin Passed.

President

Barbara Brandt

Recording Secretary Eloise Williams

Barbara Brandt

Recording Secretary

Eloise Williams

