

Green Valley Recreation Hiking Club

Minutes of Annual Meeting
March 5, 2024
Desert Hills Social Center

Board Members and Chairpersons present: David Kean, Scott Tewksbury, Barbara Jepkema, Mark Buchholz, Mary Pulkrabek, Rhonda Wills, Sue Palfrey, Barb Fleshman, Kim Boswell, Kay Pasley, Frank Surpless and Stephen Herron. Absent: Marysia Czachor, Anita Woodward and George Chute.

1. Call to Order/Quorum and Moment of Remembrance David Kean

The meeting was called to order at 8:01 a.m. by President David Kean, after a quorum was established. David called for a moment of silence to remember members of our Club who we have lost in the past year.

2. Secretary's Report Barbara Jepkema

The Minutes of the Annual Meeting of March 7, 2023, as provided electronically to the entire Club membership prior to the meeting, were unanimously approved upon motion made and seconded.

3. Treasurer's Report Scott Tewksbury

Scott reported that the Club has continued in a good financial position since the last annual meeting. The Cash Flow and Statement of Income and Expenses for the calendar year 2023, attached as part of these Minutes, was provided electronically to the entire Club membership prior to the meeting. Upon motion made and seconded, the report was unanimously approved.

4. President's Report David Kean

David reported that there were a few matters of Club business that required his attention throughout the last year. Most were because, as President, he was the first point of contact by GVR, other clubs, and individuals who visit our website and have some questions about the Club.

There were two significant items of business that he was involved with in the recent past. The first, which his only involvement was to apply his signature to a document, was the Agreement between Black Pug Software and the Club. It was signed on January 20, 2024. This document defines the rights and responsibilities between the two parties relating to a customized database program for the Hikemaster to use for hike selection and assigning leaders to hikes. This program was created by Steve Toeniskoetter and

Judy Manley, who are the owners of Black Pug Software and also members of the Hiking Club. The Agreement was reviewed by all members of the Board, and was unanimously approved. David thanked not only Steve and Judy, but also Jim Chisholm, Bill White, Kay Pasley, and any others who put in many hours writing, testing, and offering suggestions to get the software configured correctly. This software will not only benefit future Hikemasters but also the Hike Leaders and the Club at large.

The second significant item is that we now have a Trail Maintenance Agreement with the US Forest Service. The Agreement was signed on February 8, 2024. The Club has been trying to get an agreement with the Forest Service for several years now. There was a change in some of the management personnel of the Coronado National Forest last year, and these new individuals want to work with us in maintaining two of our nearby trails. David has been working with Zach MacDonald for several months, who is a Recreation Management Resource Assistant for the Nogales Ranger District of the Coronado National Forest. He is willing to work with the Club at whatever level of trail maintenance we can provide. This will typically involve two or three work parties a year to provide light maintenance on the lower Super Trail and the lower Florida Canyon Trail. David will soon be sending out some information about future work parties and specific types of work the Club might perform to all members with a request for information about willingness to participate.

5. Vice President's Report

Mark Buchholz

Mark reported that, in his absence, President Dave Kean attended the GVR annual Club reporting meeting in January. Mark then met with Dave afterward and, with the help of Treasurer Scott Tewksbury and Volunteer Services Coordinator Sue Palfrey, completed the annual paperwork, inventories, and documentation for the Club, and submitted all to GVR in early February.

Mark also contacted Janet Reynolds to review and audit our Club financials. Janet is a Club member, not on the Board of Directors, and a retired CPA. Janet completed her examination of the Club financial records, and on February 27, 2024 reported to President Dave Kean and Mark that all Club financial documents were complete and accurate. Her written report will be filed with Club documents.

All GVR facilities reservations have been completed and are up to date through April 2024 for Club meetings, potlucks, orientations, and the West Center parking lot.

6. Membership

Marysia Czachor

As of February 25, 2024, we have 333 members, which includes 41 new members. As a comparison, at last year's annual meeting we had 331 members. This shows that we are keeping a strong membership. As members leave the Club, we have new members joining at a rate of about 10-12%.

Marysia continues to check the Green Valley Post Office Box maintained by the Club for mail; work in the Wild Apricot System to process renewals, update profiles, check information, and process new member applications; work with the Orientation chair and the Membership data assistant to make sure members have completed orientation; communicate with members to answer membership related questions; prepare weekly membership reports and send them to the Records Committee, membership and orientation data assistant, the Club President, and the Hikemaster; and prepare the annual membership renewal letter which is sent out to members in late October. She also assists anyone in the Club who needs membership information and makes sure all hikers have a plastic sleeve to carry in their backpacks with emergency contact information .

7. Awards

Mary Pulkrabek

57 awards were given in the past year, from March 7, 2023 to March 5, 2024:

50 miles:	22	
250 miles:	9	
500 miles:	11	
1,000 miles:	3	(Nancy Crosby, David Colicchio, Donna Martin)
1,500 miles:	2	(Steve White, Barbara Jepkema)
2,000 miles:	4	(Bill White, Kim Boswell, David Kean, David Linn)
2,500 miles:	2	(Jim Chervenka, Judith LeClair)
3,000 miles:	1	(James Chisholm)
3,500 miles:	1	(Bill Hill)
4,500 miles:	1	(Bob Porterfield, Sally Boysen)

8. Social

Rhonda Wills

In a typical year, there are three Club socials which Rhonda works on: one in the Fall, Winter and Spring. Putting together a social involves a lot of components, such as finding a speaker, putting together invitations, setting up the website for member registration, working with GVR on room set-up, arranging for table decorations and door prizes, assigning workers to various duties at the event, and then afterwards making deliveries to the Food Bank and reporting the results to the Board.

In addition to the member socials, Rhonda also works with the Hikemaster to make arrangements for the Annual Leaders Breakfast. This event is a small way to thank our leaders and sweeps for the work they do to make our weekly hikes safe and enjoyable. As with the potlucks, she arranges for a speaker, prepares invitations, and works with the chosen venue on room set-up and the menu.

Another event is the Club's Annual Meeting, where she confirms that the facility knows how we want the room set up and then arrange for light refreshments.

Throughout the year, working on these various events and participating in the Board meetings, Rhonda gets a chance to know a lot of Club members better, which she finds

rewarding. Rhonda stated the skill and knowledge of our members is exceptional, and she is grateful for the willingness to help whenever and wherever needed, as her job cannot be done without having a lot of help.

There is one more social scheduled later this month, on Sunday, March 24th, where we are going to try a new format and start an hour earlier, at 4:00 p.m. It will be a “happy hour” potluck with everyone bringing just appetizers and desserts along with their favorite beverages. There will also be a few games set up for some friendly competition with chances to win door prizes. David Colpitts, a hike leader with our Club, will be giving a presentation on hiking the Robert Stevenson Trail in Southern France. If you haven’t already registered for this event, you still have time.

9. Volunteer Services

Sue Palfrey

The Club has agreed to clean up Whitehouse Canyon Road on the way to Madera Canyon between mileposts 2 and 4. The first cleanup was done on April 3, 2023, with 17 volunteers. About 3 bags of trash was collected from both sides of the road and finished in a little over an hour.

The second cleanup was originally scheduled for October 2, 2023; however, the grass was still high and thick in places along the roadside, and there was little visible trash. Sue requested of Katrina Noble, at the Pima County Department of Transportation, to find out if the shoulder could be mowed before then; otherwise, the plan was to postpone. After another month, no mowing, and closer inspection of the little amount of trash on the roadside, Katrina agreed with the plan to skip a fall cleanup, and Sue would keep her eye on the roadway area. By mid-January, the grass had been worn down some, and Sue scheduled a cleanup for February 28, 2024. There were 16 volunteers for that cleanup. In fact, many more volunteered, but it seemed prudent to limit to 16 volunteers working a half mile in pairs due to the necessity of safety vests and a limited number of trash “picker uppers”.

As usual, the GVR Hiking Club put up the Memorial Day Flags on La Cañada, between Esperanza and Continental Road. She had 18 people respond, with half working the morning shift and the other half taking the flags down.

The Summit Hut discount period for the Club ran from Saturday, January 13, 2024 to the end of the day on Sunday, January 21. Members enjoyed a 20% discount at both Summit Hut stores in Tucson for in stock merchandise. Members were required to show their GVR membership card.

Since March 1, 2023, there have been 22 orders for name badges. Currently we charge \$6.50, but with postage, most months, the Club loses a few dollars due to postage costs.

T-shirt sales have been every other year, and this season was the year not to sell t-shirts. Sue is confident that people will look forward to a t-shirt sale next year.

Sue stated that the spirit of volunteerism in the Club has made the position of Volunteer Services Coordinator a pleasant one and thanked everyone.

10. Orientation

Barb Fleshman

This Annual Orientation Report covers all of 2023, as well as January and February of 2024.

Orientation continues to be the Club's tool to introduce people to the Club, to give them a sense of what our Thursday experience is, and to convey whether the Club is a good fit for their interests.

Orientation sessions are held three times per month fall, winter, and spring when the demand is greatest. All registration is done online and provides for a very streamlined system of keeping the records. Dates are posted and available on our Club website at least one month in advance.

In 2023, we had a total of 25 Orientation sessions which were attended by 119 people. Of those attendees, 50 people went on to take their first hike. This represents 42%. Compared to last year, our 2023 attendance was up from 106 and the first hikes were down from 55.

For 2024, we have 12 sessions scheduled through April. To date in 2024, we have had six sessions with 50 attendees. Of these, 24 attendees went on to take their first hike. These numbers are like the same period last year.

Additional data about First Hikers and those who go on to take their second hike and become Club members is maintained by our other volunteer recordkeepers.

Our Club's orientation presenters have been Barb, Dave Toeniskoetter, Rick Thrall, Keith Blair, and Bill White. When you see them in the parking lot, on a hike, or out and about, please give them a big thanks! Barb also thanked Steph Herron and Steve Delisle for their ongoing support in keeping our Club website up to date with the Orientation information.

Orientation continues to be an important first impression for prospective Club members, and Barb stated it has been a privilege to serve as Orientation chair.

11. Hikemaster

Kim Boswell

Hike statistics: From May 2023 through Feb 2024, the number of hikers per week has been about the same as the previous year. The average number of hikers per week in

May 2023 was 45. During the summer months of June, August, and September, we had about 30 hikers per week. As our seasonal members started returning in October, the number of hikers each week gradually increased. The busiest month was February with an average of 117 hikers per week.

The online reservation system is running smoothly. During the busy winter months, the online sign-ups are about 40%–50% of total hikers with minimal no shows for those with reservations.

Since last May, nine new hikes were added to the full hike list. Eleven new hikes were run from May through February and three new hikes are scheduled in March. There are currently 529 hikes on the current hike list. Another new C hike is in the works and will be added soon.

Hike Selection Committee: This committee assists the Hikemaster by selecting hikes for each month and meeting quarterly with the Hikemaster to review the hike selections. The 2023-2024 members of the committee were Jim Chisholm and David Linn (A hikes), Barb Jepkema and Kay Pasley (B hikes), Duane Dotson and Judith LeClair (C hikes).

Leader retirements and new leaders: Since May 1, 2023, three leaders and two sweeps retired. Rich Calderazzo, Susan Hoekema, Bob Senning, and Scott Tewksbury joined the leader group, and Steve Reynolds and Carol Sonnenberg became assistant leaders. Russ Bunner is currently training to be a sweep. We currently have 40 leaders, and when Russ completes his training there will be 30 assistant leaders. There are a few members who have indicated interest in training to become assistant leaders in the fall.

Hikemaster Manual: This new Manual contains procedures, a calendar of what needs to be done when, and other relevant information for the position. Hopefully this will be helpful for future Hikemasters and they will continue to update it.

Current hike list review: A committee was formed to review the hikes in the current hike list. As a result, several hikes were archived; the words shuttle hike were added in the bulletin description to hikes with shuttles; seasonal ratings were revised for several hikes; and errors in the full hike list Excel spreadsheet were corrected. The committee members were David Linn, Kay Pasley, Barb Jepkema, Bob Porterfield, Wayne Moshier, and Jim Chisholm. Steve Delisle did a lot of work archiving hikes on the Leader webpage. Updating our hike file list and revising seasonal ratings is always ongoing, but this formal review helped to get us up to date with many of our hikes.

Kim thanked the Board and Committee members, and leaders and assistant leaders for their support; previous Hikemasters for their guidance and continuing work behind the scenes; and Assistant Hikemaster Kay Pasley for her enthusiasm and support. The Club will be in good hands when Kay takes over as Hikemaster in May.

12. Assistant Hikemaster

Kay Pasley

Use of the first aid kits was slightly higher since May 2023, which resulted in the need to replenish some items (i.e., ice packs and large band aids) from Club supplies. A review of the kits, including the placement of supplies, was performed in October 2023 to assure that materials could be easily located across all kits. Expiring supplies (i.e., antacids and electrolytes) were replaced as needed. Another review is planned for April 2024 before transferring the kits to the new Assistant Hikemaster.

Monthly emails were sent to the designated Border Supervisor with a list of scheduled hikes that would cross CPB checkpoints; similar emails will be sent through April, 2024.

Working with the Hikemaster, Kim Boswell, Kay assisted in uploading scheduled hikes into the Wild Apricot membership software for weekly online hike reservations, creating the weekly sign-in sheets, and participating in orientation meetings for new hike leader and assistant hike leader candidates.

Other accomplishments of Kay included:

- Attending weekly meetings with Bill White, Jim Chisholm, and Steve Toeniskoetter of the “Beta Testing Group” since January to resolve issues in the new Club software designed to facilitate the work of the Hikemaster (e.g., hike selection and assignment process), including the preparation of written procedures for use.
- Consulting with three local gastroenterologists regarding recommendations for antacid medication for replacement in the first aid kits.
- Performing a review of the research on electrolyte use for seniors and garnering input from three local cardiologists in making changes to the first aid kits.
- Updating notes in the Assistant Hikemaster continuation book.

The new Assistant Hikemaster, Steve Toeniskoetter, will assume his responsibilities in May, 2024.

13. Committee Reports:

a. History

Anita Woodward

Probably the biggest news from the Library this year was its renaming in honor of Tom Johnson, who has built and managed the collection for over 20 years, while also writing and/or editing over 80% of the articles in our online Library.

The Library contains many online articles that are available to the public from our website under the “Library” tab. Since the last annual meeting, ten of these articles have been updated and three new articles have been added to the website. Many of these articles relate to a specific hike, others are about more general topics. All are of interest to some or all of our hikers, and members are encouraged to use this resource. Members are also encouraged to submit articles for inclusion into the online Library.

The Library also contains “hard copy” resource material in the form of books and pamphlets that are available for checkout. A listing of these publications is available in the Lending Library article on the Club’s library website. Scan the listing and if you see something of interest, just let Anita know and it will be delivered to you at the Thursday hiking formation. In addition, a representative sample of the books in the Lending Library is made available for checkout at each of the Club’s potlucks. All of the material in the Lending Library has been donated. During 2023, Frank Surpluss donated 20 books to the Library. Thank you, Frank.

In February of 2024, a set of Mining Reports written by Floyd Sebring in the late 1990’s and describing hundreds of defunct mine sites in southern Arizona was considered to be excess to CVRHC’s needs, and was donated by the Club to the University of Arizona’s School of Mining and Geological Engineering. Department Head Dr. Kray Luxbacher accepted the 32-volume set of reports.

Paper history files continue to be stored in our locker at Desert Hills, and Anita continues to work on an inventory of the files.

b. Trail Tales

Frank Surpluss

In the spring of 2023, Trail Tales featured Jim Chervenka’s creation of the new Silver Tank hike, Diane Wilson’s coverage of prospective sweeps have to look forward to, and Rick Thrall’s enthralling account of the technical climb to a landmark mountain – Baboquivari.

The Fall issue highlighted Tom Johnson’s two plus decades work on the Club’s Lending Library, a piece on Wayne Moshier’s Club record 300 hike leads, and Jerry Harpt’s account of hiking Helen’s Falls.

The latest issue (Spring 2024) highlights five members’ views on separate topics related to types of hiking: most inspiring, most variety, most challenging, and so forth; Kathy and George Chute’s combined 300 hike leads and 300 sweeps; and an extended overview of exercise and the brain as it pertains to growing older, subtitled “Hey, it ain’t over yet!”.

c. Webmaster

Stephen Herron

Stephen reported that the three Club websites: GVR Hiking Club’s website, Members website (Wild Apricot), and Photo Gallery website, are maintained and continually updated by Board members, Committee chairs, and other Club members. In addition, all our members play a role in keeping their profiles up to date, selecting hikes online, adding terrific photos, reading Trail Tales, reading articles in our Library, and ordering name tags and t-shirts online.

Having been Webmaster for almost eleven years, as of today Stephen is retiring from this position. During the past year, Steve Delisle has prepared to take his place and will take

on the responsibility of guiding the Club through changes caused by emerging needs and new technologies. He already has a history of solving members' problems and updating our websites. Please congratulate Steve in his new role.

Stephen thanked everyone for their support and assistance during the eleven past years.

d. Records

George Chute

The Records Committee is responsible for the maintenance and retention of the Club's master Hike File and weekly updates of hikers and hikes. The file is a multi-worksheet Excel workbook, and contains information by individual hiker including GVR number, name, date of orientation, date of first hike, date of most recent hike, dues status, mileage award level achieved, number of hikes to next award, and cumulative hikes taken by year.

Following each Thursday's hike, the Hikemaster sends the sign-in sheets to a member of the Records Committee for data entry. The Records person enters all hikers by hike taken, and performs various computer processes that generate three weekly reports. The Hike Report displays data on all hikers who have hiked in the current year and is delivered to the Awards chair. The Awards Report shows members who have qualified for their next patch and is delivered to the Awards chair. It is used the following Thursday to identify hikers eligible for a patch, which is then given to a Hike Leader for presentation on the hike. The Dues Report indicates which members are in arrears and is delivered to the Membership chair to pursue payment.

Year-end copies of the Hike File are retained indefinitely, and currently number more than 25 years.

14. New Business

a. Election of New Board Members:

i. Voter Eligibility: David Kean

All Club members present and current in their dues may vote.

ii. Nominating Committee Report: David Toeniskoetter

The Hiking Club is governed by its Board of Directors. Nine of the Board positions are elected by the membership for three-year terms, with three Board positions coming due for election each year.

The Nominating Committee is responsible to recommend Board candidates to the membership. As provided under the Club's Bylaws, President Dave Kean asked David to serve as Nominating Committee chair, and he asked Kitty Carlson and Diane Wilson to serve with him on the Committee.

The three Board positions that come up for election in 2024 are the Treasurer, the Orientations Chair, and the Volunteer Services Coordinator.

Scott Tewksbury is completing his first three-year term as Treasurer. Scott is eligible to serve a second three-year term on the Board, and he has agreed to stand for election. The Nominating Committee recommends that Scott Tewksbury be elected to the Board of Directors for a second three-year term.

Barb Fleshman is completing her second three-year term as Orientations Chair; she is not eligible to stand for election in 2024. Rich Calderazzo has agreed to stand for election to the Board of Directors, with the intent to serve as the Orientations Chair. The Nominating Committee recommends that Rich Calderazzo be elected to the Board of Directors for a three-year term.

The Volunteer Services Coordinator position on the Board needs to be filled every year, as the current Volunteer Services Coordinator will move into the Vice President role for the coming year. The Volunteer Services Coordinator is the first step of a three-year progression, followed by one year each as Vice President and then President of the Hiking Club. Nancy White has agreed to stand for election to the Board of Directors, with the intent to serve as the Volunteer Services Coordinator. The Nominating Committee recommends Nancy White be elected to the Board of Directors for a three-year term.

One of the strengths of this Club is the willingness of so many members to step forward into volunteer roles. David thanked Kitty Carlson and Diane Wilson for assisting him in the work of the Nominating Committee, and Scott Tewksbury, Rich Calderazzo and Nancy White for stepping up to serve on the Club's Board of Directors.

iii. Election

David Kean

Upon motion made and seconded, Scott Tewksbury, Rich Calderazzo, and Nancy White were unanimously approved as Board members.

There being no further business, the meeting was adjourned at 9:06 a.m.

Respectfully submitted,

Barbara S. Jepkema
Secretary