Professional Trailbuilders Association
Executive Committee Meeting of the Board of Directors Teleconference
Tuesday, July 7, 2015

Call to order – 6:11 p.m. (PST) and begin call recording (5*)

Board Members Present:
Peter Jensen
Jeremy Wimpey
Don Hays
Jon Underwood
Mike Passo

(Conference Call Recorded)

1 - Welcome / Roll Call

2 - Prepare Board Resolution for Signing Checks
Draft of the Board Resolution for Signing Checks was sent around for review.

Discussion:
- Captured on recording

Action Item:
- Mike will take it into the bank to get a signature card to send around for signatures of each Board signer.
- Mike will investigate Direct Deposit options for getting pay checks to Mike. (i.e. avoiding Mike signing his own checks)
- Mike will change his paycheck process to doing monthly income only via direct deposit, and then invoicing for Telephone and Internet reimbursement.
- Executive Committee will recommend that this Board Resolution will be approved by the Board at the next meeting.

3 – Discussion and Development of Vision and Mission Statements
Committee review of the Organizational Direction that was included in the email.

- Needs more “Pop”
- Request a timeline for Vision and Mission
- Spell out PTBA
- “Collaborative Approach” included?

Action Item:
- Mike will send this document to the Strategic Planning Committee, along with our comments from above for them to include in their deliberation.

4 - Membership Structure Options and Potential Revisions
Peter recommended some possible changes to the Membership levels in order to develop capacity over the long term. Do we bring in other member levels? How can we modify this in order to cover operating expenses for the organization?

Discussion:
- How do members benefit?

- Expand and improve technical skill
- Member discounts from vendors
- Member discounts at conferences and workshops
- Webinars and alternative educational opportunities.
- MOU with Corps networks and volunteers affiliation

Action Item:
- Exec Comm will pass along these ideas to the Strategic Planning committee, recognizing the current capacity limitations and measured implementation that would be required.

5 – 2016 Conference Location - How to Move Forward
The decision is languishing a bit on this. How can we move this forward most effectively?

Discussion:
Captured on the recording.

Action Items:
- Recommend that we go to Bend in Feb of 2017 with a set of workshops and a member meeting, along with ITS in April/May with workshops.
- Recommend Knoxville, TN in 2016 based on Finances, Christopher's comments, and anecdotal evidence from the Portland member meeting.
- Return to Conference Committee with above recommendations to see if they agree, and then moving it on to the Board.

6 - New Business:
None

7. Next Conference Calls

Full Board Call: Tuesday, August 4, 2015

Executive Committee: Tuesday, September 1, 2015

8. Meeting Adjourned at 8:01 pm PST