

Carrabassett Valley Outdoor Association  
Board and Member Meeting – September 17, 2017  
At the Carrabassett Valley Town Park

The meeting was called to order at 1:00 p.m.

Present: Board members: Joe Loughran, Bonnie Farrar, Gail Miller, Cindy Foster, Diane Stone, John Morey, Al Sleight; Managers: Steve Smith; members-at-large: Greg Foster, Elaine Smith

Jim Wilson from Cole Harrison Insurance gave a program about our insurance. CVOA carries three types of insurance (from Starnet Insurance):

- 1 – Officers and Directors – such as if someone sues any of the directors or officers
- 2 – General Liability – liability should CVOA be sued for some other reason
- 3 – Property policy – this is for the property and the Range; recently added \$60K coverage for 5-stand; BPP for \$31K covers all other property. Insurance will cover the cost of a building being replaced using paid labor, not volunteers.

A fourth type of insurance we could consider is Fiduciary Insurance for money matters; be sure common practices for nonprofits are followed, and we can probably do without this coverage.

The biggest item that has come to light is the public use of the range – Jim suggests a two part form for visitors, the visitor keeps one copy, the other goes in the box with the fee.

Range has received federal money, which requires range access to the public during events; Diane notes that allowing public in at other times is done as a benefit to the town, and that there are clear signs stating that visitors must sign the waiver, sign in, and wear a guest tag, or they are in violation of using the range. Jim suggests making that known to CVPD, town.

Joe mentioned that Sugarloaf is interested in adding trap shooting to their programs they offer; Jim replied that Sugarloaf would need to list us and an Additional Insured under their policy, and they would hold the liability.

When an insurance company looks to review us, they will look at our website. If they see skydiving, for instance, they might be more inclined to take a closer look. We should be aware that what we are doing, so as not to attract attention. Consider keeping higher risk events off our website.

Within the CVOA books, the Property insurance is charged 100% to the range; Officers and Directors is 50%/50% CVOA/Range; General Liability is split 75% Range/ 25% CVOA; we can adjust that to 50/50.

We should look into making Managers board members, and adding range committee members to the list.

We thanked Jim for an excellent and informative presentation.

Secretary's Report (Cindy Foster)

- The minutes from the June 11 meeting were available for review. A motion was made and accepted to suspend with reading of the minutes.
- We have approximately 477 memberships representing 896 members. Of those numbers, 281 of the memberships include at least one range member, and 391 are range members. These numbers can be considered year end numbers as we start renewals on October 1<sup>st</sup>; any new members after that become members for 2018. We are at nearly identical numbers to the end of 2016.

- About 75 memberships were not renewed, but we have had about the added number of new memberships. Joe – it might be good to follow up with those who don't renew to find out why. Cindy said she would consider the value of that vs. the time it would take.

Motion made and approved to accept the Secretary's report

#### Treasurer's Report (Gail Miller)

As a result of Finance Committee meetings, it has come to Gail's attention that many members do not know anything about our finances. So here is some information:

- We are a 501(c)(7) nonprofit, we pay no income taxes under \$50K but still have to file; also file sales tax twice a year.
- We do an annual CVOA budget, the range does their budget, and they are combined. We have been pretty good about sticking to our budget.
- We have two functioning accounts – one is a checking account for operational funds. We also have a healthy balance in a money market account from which we use funds to advance money for projects such as a range project that will later be reimbursed. The finance committee will discuss the level of funds to determine if we are appropriately funded.
- The finance committee has had three meetings. They will be reviewing finances quarterly; working on developing a financial report to give to board members that is simpler and easier to read; they are looking for opportunities to give charitable contributions and a member can present a request.
- We have two names on our checking account – Gail Miller and Cindy Foster; if Gail is not available, Cindy can sign checks. Also, she can go online and view transactions, doing due diligence. We don't think we need two signatures on checks; it would be very cumbersome, with little reward.
- Net income to date for 2017 is 22% ahead of last year.

Motion made and approved to accept the Treasurer's report.

#### Range Report (Diane Stone)

- The 5-stand project is nearing completion with only some electrical connections to be made. Neal has done an excellent job organizing the project; Harvey Packard has contributed significantly.
- We have had some practice 5-stand shoots that were very successful.
- Now we need more people to staff the range; maybe need to hire someone to come in to run things.
- We have been approved for an IF&W grant to improve the berms on the pistol and rifle range, now we need someone to organize it; Neal cannot do it.
- Homecoming – we will have a turkey shoot on Sunday, it entails shooting competitions, and the prizes are certificates to buy turkeys. The range will not run both 5-stand and regular trap at the same time as it would not be safe.
- Date has been set for training range safety officers at a training program in Windham – October 27, Friday. We hope to have 10 participants.

#### Homecoming (Bonnie Farrar)

Setup of our booth will be on Friday afternoon

Joe has made up packets for new members

About 50% of the slots for volunteers at the table are filled.

### Adventure Committee (Joe and Cindy for Betsy Chapman)

- Joe reports the Schoodic Point camping trip was very well attended, the Victory Chimes cruise had 10 people on board, the Dead River paddle and picnic was enjoyed by 45 people and it is an event that Joe and Gail do every other year.
- Greg Foster reported that the skydiving trip was a hair-raising experience, but great fun. His guide has made over 7000 jumps, and the outfit is very professional, friendly and safe.
- Cindy reports that we are looking for leaders for the Holiday hike and cookie swap and the Winter Social.
- Cindy reports that Copper Mountain has 42 signed up, with room for 2 more. Banff/Lake Louise is full with 44 signed up. The Schweitzer trip only has four people signed up, so CVOA will not be offering the trip; however, anyone interested can join another Great Events & Escapes trip that is traveling at the same time.
- Bob Brickley is working on a bicycling trip to Quebec City for June 2018.
- Betsy and Cindy have agreed that Cindy will become the Keeper of the Calendar; anyone interested in running an event can check with Cindy to see what dates work well. Also, there is a link on the CVOA website that links to a spreadsheet of past and future trips.

### Outdoor Center Pond (Joe)

This project was reasonably successful; Sonny Pierce, a retired state biologist, has taken on this project. Since it has been brought to CVOA's attention, there have been far more people fishing and filling out the evaluation form; many are CVOA members. The reports gave Sonny the data he needed to make the determination that the pond is capable of supporting growth, and should continue to be stocked. We accomplished our objectives.

Thanks were given to Joe for getting this community project out for our support.

### Facebook (Steve Smith, facebook manager)

- Steve has been monitoring the Facebook pages, and finds there are several hundred hits per week.
- He would like to ask FB users: Are they a member? How did they find us? What were they looking for and did they find it?
- He is also looking for new viewers, and with a more active season coming up will be more proactive with the page.
- The Range FB and CVOA FB pages will be connected in some way.
- We will add links to the newsletters.

### Old Business:

Hiking Guides: At the last meeting we voted to discontinue publishing our hiking guide until it has some revisions made.

- Bonnie has reviewed a recent guide (Day Hikes in the Western Mountains of Maine, written by Doug Dunlap), and compared to our guide she likes ours more; it is easier to use, simpler. Our guide was compiled in 2012, but it has MH&T, for instance, and much of the content is still current. It could benefit from added maps, perhaps mountain bike trails?

- Joe asks: What was our purpose in publishing the guide: fill a need, make some money, get PR and exposure for CVOA. Do we still want to continue with the guide? Do we still have reasons to do it?
- Joe will talk with Nancy Perry to find out history, and have more info about proceeding.
- Al Sleight made the point that he uses the internet, not a book. Although admittedly he still likes to browse through old hiking books.

#### Winter Social – Joe

- It has usually been held in late January, but the attendance has dropped. It used to be 100-120, and last year there were 70, in part due to conflicts with events and dances by other organizations, as well as our ski trips.
- Joe would like to consider holding it on March 3, the first Saturday in March. He will look into it. Delta Knights has been our band.

There was no New Business.

The meeting was adjourned at 2:49 pm.

The next meeting will be held at a date and location to be determined.

Respectfully Submitted  
Cindy Foster, CVOA Secretary

Addendum to add to minutes – history of our hiking guide