

ESOC Board Meeting, May 27, 2020

1. Craig Barnstable confirmed we had a quorum, meeting called to order at 2:00 PM.

2. **Present:**

Craig Barnstable
John McLean
Jane Fraser
Carol Morris
Hugh Powell
Bob Perkins
Eric Leavitt
Jennifer Aikenhead
Barb Brunton
Stefa Fassina
Greg McKenzie
Gary Kerr
Kiyoko Miyanishi

Absent:

Sheila Perkins
Elsie Boutillier
Joan McLean

3. Motion to accept minutes from April 1, 2020 Board Meeting, moved by Barb Brunton, seconded by Jane Fraser, motion carried.

4. Government of Alberta decision

Craig reported the Government of Alberta has temporarily suspended the requirement to hold Annual General Meetings and to postpone the Societies Act requirement of filing our report to Services Alberta Registries.

5. Possibility of club organized outings in lieu of bus trips

Barb Brunton opened the discussion by presenting four proposed options.

1. ESOC to facilitate weekly hikes by posting a separate event on our website for each of our hiking levels (A, B1, B2 and C) where a member has offered to lead the hike. Not all levels may be offered if a group leader has not been identified before the Friday evening posting deadline. Each hike will require a minimum of 4 members and allow a maximum of 10-15 participants per group.
2. Set up weekly website events to inform our members regarding the current park hiking requirements and restrictions. These weekly events would enable our members to register thereby identifying individuals interested in hiking on the date specified on the website event. The registered members would then use our contact list to organize groups based on our different hiking levels.
3. Post a notification on our website to inform members regarding current park hiking requirements and restrictions. Members would then use our contact list to informally organize groups.

4. Wait until restrictions are lifted to restart regularly scheduled bus trips.

Provided below is a summary of the option 1 discussion.

To ensure each group is hiking on a separate trail Barb has generously offered to organize and post weekly hike options, one for each of our hiking levels (A, B1, B2 and C). Members will register for the hike of their choice. Registration for each of the hikes will close Wednesday morning. Once registration has closed, members will not have the ability to select or change to an alternate hike.

Events for the different hiking levels will **only** be created if a group leader is identified prior to the weekly event posting deadline of Friday evening. As a result the weekly options on some weeks may not include an option for each of the hiking levels. In the event a hiking level is not offered in a given week, at the group leader's discretion groups could be combined, i.e. A and B1 or B2 and C hiking levels. Ideally new group leaders would be identified for the upcoming week during the weekly outings.

The group leader is responsible to select the trail and determine the maximum number of participants based on the available parking at the selected trailhead. Barb is prepared to coordinate and assist group leaders in the selection to ensure each group is hiking on a different trail. In the event a group leader identifies someone who is not suited for the group's hiking level, the group leader is empowered to contact the individual to recommend they join a different group. Only registered members and guests are allowed to participate in a hike, if an unregistered individual shows up at the trailhead the group leader should advise the individual only registered members are allowed to participate.

Registration would be on a first come basis regardless of being a full/associate member or guest. The sponsor member is responsible to register their guest and ideally include the guest's email address. The sponsor member is also responsible to provide the guest with a waiver.

Each weekly hiking option will include a statement that registering for the event indicates the participant accepts ESOC's hiking policies.

Since carpooling is discouraged, the meeting place would generally be trailhead. For difficult to locate trailheads the group leader will identify an alternate meeting location to allow participants to drive to the trailhead in a convoy.

Using our website to allow members and guests to register for these weekly events will allow us to email registered members and guests in the event the hike needs to be cancelled. Hikes cancelled because of bad weather could be rescheduled for an alternate day.

The group leader will provide the membership director or Eric a digital copy of the registration list identifying the members and guests who actually participated in the hike along with waivers signed by the participating guests. Carol Morris indicated the participation lists will also facilitate tracing should a participant be identified as having COVID-19. Members will not be required to sign the login sheet. The digital copies of the registration lists will be retained in the event our insurance provider requires statistics regarding hike participation.

These weekly events will not fulfill the 3 hike requirement to become an ESOC member.

John McLean will transfer the radios and chargers to Barb Brunton as he may be away for part of the summer. Our group policies do not require the use of radios and since the groups will be limited to no more than 15 participants, the day leaders will determine whether the use of radios is necessary. Members with personal radios are encouraged to take them along when participating in a hike. Should club radios be used during a hike, these radios will be sanitized before they are used again.

A motion to facilitate weekly hikes supported by our website was moved by Barb Brunton, seconded by Eric Leavitt, passed.

Elsie will be approached to contact our 5 members without internet access to determine their hiking level preference and to ascertain whether or not they are interested in participating in these new offerings. Should the members be interested they will have to be contacted when an outing at their hiking level is available.

The weekly options will be visible to all people visiting the website. Only members will have the ability to register for hikes. We may have to add a note on the website indicating non-members should contact us if they would like to participate in an outing.

Craig will send an email after this meeting to advise the membership regarding the decisions made. Barb will also send an email to inform our membership about these new offerings. Craig and John have offered to review Barb's email before it is sent to the membership.

With the overwhelming numbers of walkers on city pathways, we have decided not to add to the current congestion by offering city hikes. This will be re-evaluated later in the season. Members are welcome to use the contact list to organize their own small group city hikes.

6. 12 outing yearly requirement

Motion to temporarily suspend the 12 outing requirement for 2020, moved by Eric Leavitt, seconded by Barb Brunton, passed.

This is not a change in our policy it is simply a suspension of the requirement for 2020.

The decision to wave or reduce the membership fee for 2021 was tabled to a future board meeting.

7. Membership director position

Both Craig and John have had conversation with Lynn and confirmed she is not reconsidering her resignation. Johanna Voordouw has agreed to assume the membership director position. Our club policies allow the board to vote for interim board positions when required as a result of a resignation.

Motion to appoint Johanna Voordouw as interim membership director, moved by Jane Fraser, seconded by Barb Brunton, passed.

8. Maps update

For summer hiking trails outside the National parks and the Drumheller area, Jane has completed adding maps and linking them to trail locations wherever possible. A few maps within the Banff, Jasper and Yoho parks have also been added. Maps are linked to individual trail locations. Click the link to display the map. Maps can then be downloaded, cropped, zoomed in and/or printed. Please let Jane know if corrections are required.

9. Website update

Our website was moved to a Canadian hosting service – Web Hosting Canada. (WHC) The switch was made because the previous company, Inmotion Hosting, had too many service interruptions and also seemed to be slow loading the web site. Since we moved several weeks ago, there have not been any reported service interruptions and the site seems to load faster, especially when using the functionality of the Dashboard. It also means that our website is now hosted in Canada. Jane confirmed the website is much faster since the move.

Members can now edit their emergency contact information in their profile. This was done to lessen the workload of the Membership Director as well as helping to keep the information up to date. This data is not directly available unless one has permission to access the Users page. Copies of the data were previously prepared by our membership directors, most recently of course Lynn, outside of the website data base. Lynn's database was used to enter all of the information for each member. An email will be sent to all members asking them to review the information.

It is possible to download this information and prepare suitable lists using excel or other spreadsheet programs. Hopefully this will reduce the workload for future Membership Directors. A printout of the information will be kept in the Day Leaders' binder. Copies will also be distributed to various board members for them to keep on their phones.

Thanks to Jane Fraser for loading and organizing more maps for summer trips (when they resume). These maps are available in Trail Locations.

10. Social director update

Motion to cancel the summer BBQ, moved by Greg McKenzie, seconded by Eric Leavitt, passed. No refund required as a deposit was never made.

Stefa reported we received a refund for our Heritage Park deposit for the fall luncheon. No deposit has been paid to Glenmore Inn although they are holding the date for us.

11. Other business

A date for the Skrastins virtual meeting with the minister and Pam Livingston has still not be set. The meeting will include representatives from 6 senior clubs.

Bob confirmed Sheila is prepared to continue as the Sunshine representative until we resume normal operations.

Barb reported the Ramblers have determined a witness signature is not required on their membership forms especially in view of the fact electronic signatures are now commonly accepted. Bob Perkins indicated his research regarding this did not find any information for the province of Alberta, he did find some information for Ontario which does not require a witness signature.

Hugh Powell reported Heather Mountain Lodge is closed for the season and our members' deposit for the August outing has been refunded.

The board tabled the requirement to adjust our bus fares until such as a time as bus trips are running. Greg will keep the board informed regarding the possibility of resuming bus trips.

Jane Fraser, Craig Barnstable and John McLean respectively resigned from the following positions: Past President, President and Vice President.

A motion to elect Craig Barnstable as interim Past President, John McLean as interim President and Kiyoko Miyanishi as interim Vice President, moved by Jane Fraser, seconded by Eric Leavitt, passed. These changes will be confirmed at our next AGM.

12. Next meeting

A date for our next board meeting has not been set. The agenda for this meeting will include a review of our current alternative to our normally scheduled weekly bus trips.

13. Meeting adjourned at 3:30 PM.