FLORIDA TRAIL ASSOCIATION

Building More Than Trails

Florida Trail Association Meeting July 15, 2023
Zoom Online

ATTENDING		
Officers: In Person: Chair, Bill Turman Vice Chair, Maria Llornes Secretary, Chelsey Stevens Absent: Treasurer, Elwood McElhaney	Executive Director: Royce Gibson Directors: In Person: Eric Emery Tom Daniel Zoom: Michelle Duncan Tiffany Bright Karl Byars (Joined call 9 minutes into the meeting) Kristen Williams (Joined call 14 minutes into the meeting) Absent: Joshua Johnson (Excused) Rick Robbins (Excused) Leslie Wheeler (Excused)	Guests: Sarah White

ITEM	TOPIC	DISCUSSION/ACTION	RESOLUTION AND FOLLOW-UP
1.	Welcome/Attendance – Bill Turman	Meeting called to order at July 15, 2023 09:53 AM Eastern Time	

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2.	Mission Moments – Chelsey Stevens	• Kate Adams – Fish-eating Creek – Has been working hard and thinking outside of the box when it comes to the appropriate way to promote the FNST in her area.	• We plan on highlighting a different member at each meeting.
3.	Approval of May Meeting Minutes – Chelsey Stevens	• Last month's meeting minutes were distributed prior to today's meeting for approval.	• Meeting Minutes approved by all.
4.	Trail Development and Planning Committee Report – Tom Daniels	• The focus has been on volunteer hours reporting. We are working on getting people trained. • Updating FTA trail manual. • We hope to have the manual completed by the end of the year. • Trail Master terminology has been deleted from the trail manual.	• Trail Manual is still in the process of completion. • We are waiting on trail manual feedback from staff.
5.	Chapter Council Committee – Karl Byers	• 17 of the 19 chapters were present at the last Chapter Council Committee. • Working on the Activity Leader Training PowerPoint to be utilized by all chapters. • Revised and distributed new Chapter Assessment Tools. We will use this to help each other out as chapters. Chapters who are strong in one category will assist chapters who are weak in the same category. • There is some confusion on the chapter website membership renewal online. Is there still a Family Membership for example? • It was suggested that folks who donate $1000 receive recognition (A plaque, for example). • There is a cost share agreement with the Florida Trail for Tents and other marketing tools. The cost is high, but the quality is also high. This cost also included pop-up banners. There is an additional cost if there is any chapter specific customization included. • Individual chapters are currently having to print their own marketing materials and being reimbursed for the cost.	• Individual Chapters to complete the Chapter Assessment Tool. • Membership contribution brackets were changed to make it less confusing and to allow people to contribute less or more depending on their ability regardless of if they are a family or individual. • Motion was made for the advancement committee to Discuss our current membership options for review. – All were in favor. • The FTA is trying to get a fedex printing account set up so the association is billed for marketing materials, but individual chapters can order.

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6.	Finance Committee – Tiffany Bright	• Met in June and developed a committee charter defining the roles and responsibilities of the committee and its members. Tiffany brought a motion for the BOD to adopt the charter. • The FTA is working on implementing the new accounting system, though this is still going to take some time to roll out to completion.	• The Finance Committee Charter was reviewed and approved by the committee itself and approved by the BOD in this meeting. – All were in favor
7.	Governance Committee – Maria Llornes	• The Personal Safety Policy was reviewed, and the governance committee has provided comments. • The Executive Evaluation plan was discussed and refined for use in the next evaluation. • Board transparency has been discussed and is being evaluated by the governance committee. • Non-Board Members in committees should be signing the same ethics documentation and issues that may arise with the number of non-BOD members within a committee. • Working on the strategic plan implementation. • BOD discussed the executive committee and wants further definition on what the executive committee is responsible for as we are currently not following the bylaws in place. • BOD meeting minutes are available on the board website for board members only. Publicizing BOD minutes is a topic in review withing the governance committee.	• Governance Committee to discuss the roles and responsibilities of the executive committee. • FTA will be developing an Incident Reporting System. Governance to work with the FTA staff to develop a system to limit legal liability. • Maria made a few edits to the Safety Policy (Line 1, Line 6, Line 8). The Safety Policy approved by all to include Maria's edits.
8.	Advancement Committee – Royce Gibson	• The Advancement Committee has come up with a logo redesign presentation to standardize the proper use and branding of our Florida Trail Logo. • A style guide is in production with the advancement committee.	• Logo redesign has been approved by the BOD unanimously. • Lifetime Membership options to be discussed by the advancement committee to present at the BOD on a later date.
9.	Executive Director Update – Royce Gibson	• This year we are modifying the cost share agreement with the forest service. Bringing on a contractor.	

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		• We will be working on the Spring Creek bridge design. • Working on closing out the year that ended on June 30th. • Attempting to fill open FTA position by September.	
10.	Improving Membership – Bill Turman	• Chapter membership grows from the Chapter level. • The Next Gen Coalition is a great resource	• Chapters should communicate amongst one another to ask for assistance as some chapters have strengths others do not.
11.	Open Discussion	• Tom Daniels – Reported that the Juniper Wilderness Area is now open (However it is important to note that this is not the case after further communication from the US Forest Service) He has also reported that Big Cypress is currently open. • Are our official logos going to be copywritten? • PNTS (Partnership for the National Trails System) Workshop registration is now open. November 7th – 9th. We have a group rate if you need a hotel room. • Executive committee meetings are going to be rescheduled at a later date.	• Royce is looking into the process of getting our logo copywritten, Maria offered her assistance as well.
12.	Evaluation Process – Maria Llornes	• Royce's evaluation will be completed in August. • Borad members will receive evaluation information in September	• Maria will send out evaluation information and time frames for BOD member action items.
13.	Motion to Adjourn	• Motion to Adjourn is called by Tom Daniels. Seconded by Eric Emory.	• Meeting ended at 1:00pm; duration was 2:34:09

Submitted by Chelsey Stevens, Secretary, FTA BOD

Approved by Board of Directors Vote: October 21, 2023