

Draft Minutes
National Smokejumper Association
Executive Committee

Boise, Idaho
29 November 1999

NSA Members Present
Grant Beebe, NSA Board of Directors

Exec. Comm. Members Present
Carl Gidlund, President
Larry Lufkin, 1st Vice President
Chuck Sheley, 2nd Vice President
Jon Mc Bride, Treasurer
Monroe De Jarnette, Secretary
Dan Mc Comb, Webmaster

Meeting called to order by President Gidlund at 9:18 A.M.

Minutes: Executive Committee Minutes of 5 October were amended and accepted.

Treasurer's Report: The monthly trial balance for October shows \$111,891.12 in all accounts including assets. Monthly budget report is attached.

Lufkin volunteered to prepare and submit a periodic report: quarterly income statement and balance sheet to supplement the treasurer's monthly trial balance.

Membership Report: Membership total on November 27, 1296 jumpers and associates. Detailed membership report is attached.

Website: Mc Comb submitted a statistical analysis of website activity and detailed how the numbers help him edit the site.

OLD BUSINESS

Credit Card Membership

The committee discussed credit card membership which had been proposed and tabled in Seattle. Mc Comb moved to begin a one year experimental program to process one year associate memberships via credit card purchase. (1) Cost to said associates \$15.00. (2) The association will add a \$5.00 surcharge to recoup both the credit card company charge, and the website provider fee. (3) Membership coordinator will receive the application plus the confirmation at the time of the confirmation. (4) Treasurer will receive a quarterly statement and check from the provider. (5) Applicant may also receive job information

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electronically and will receive a hard copy with membership. (6) Membership coordinator and Treasurer will work out remaining details as necessary. Lufkin seconded. Motion carried.

The committee accepted Mc Combs proposal to add a question and answer section to the website. Mc Comb will research the cost of upgrading the jump list to make it more accessible. De Jarnette will provide excerpts from the Exec. Comm. Minutes to the website in RTF. Sheley will provide the website with articles from the Smokejumper in RTF. The committee would like the obit page more accessible.

Newsletter: Mailing date for January Smokejumper is December 22.

Sheley proposed to move layout and printing to Chico. He outlined the costs involved for thirty-two pages and 1400 copies. The total came to \$2800 per issue. The newsletter budget would need to be \$11,500 per year. De Jarnette moved to authorize Sheley to publish the January Newsletter for an estimated cost of \$2800. Lufkin Seconded. Motion carried, Mc Bride dissenting for budgetary reasons.

By Laws: The By-Law Revision Committee chaired by Lufkin will propose several changes to the current NSA By Laws. Lufkin outlined several of the significant proposals.

Article One, no changes

Article two, Membership and Elections. (1) Make the annual board of director's meeting the annual meeting. (2) Eliminate the quorum requirement for the annual election of the board of directors. (3) Election procedures: the committee proposes to make the conduct of elections part of the secretaries job description. (4) Change meeting requirements for directors to allow only one unexcused absence. Lufkin will prepare copies of the proposed revisions for all of the directors.

Mann Gulch: The Mann Gulch Commemoration was well attended and well planned. The outstanding presentation of the event was Bob Salee's Keynote address. The total NSA contribution to the Mann Gulch Commemoration was \$1567. The association grossed \$2000 in merchandise sales. The association gained seven members.

NSA Office: The office supervisor is Treasurer Jon Mc Bride. He asks that all requests for office help must go to him first. He may not be able to honor the request, or it may need to be deferred because available office time is already allocated. Our office manager Shirley Braxton has received training from Mc Bride and Savage and is pretty well up to speed. Mc Bride and Savage will continue to serve as our primary office staff.

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Video: Production cost for the video is \$5.00 each which includes tape, box, and duplication. Selling price is \$19.95 plus \$3.00 shipping costs.

Initial order 1000.

First 200 are committed to donors of \$50 or more.

800 are sellable.

The committee recommends maintaining a seed fund for ordering new copies etc.

Conservative estimate of income for the year 2000 is \$600 per month.

Video committee proposes a 50/50 split between Steve Smith and the NSA.

The NSA needs a contract for this venture with Steve Smith.

NEW BUSINESS

Board member Grant Beebe: Since Grant needed to return to work, his thoughts were presented at this time.

Move reunions from July to better serve the Smokejumpers who are already into their busy time of the year.

Add base information updates to the website.

Continue to improve communications with current jumpers.

Reunion Poster: Mc Comb presented 10 sample posters for reunion 2000. The committee chose one. The dates were changed to read 1939-2000, more than sixty years rather than 1940-2000.. Minor copy placement and word changes were suggested.

Proposed budget 2000, initial effort: Total income \$21,937. Total expense \$24,002. Difference -\$2065. Amendments follow.

Mc Bride and Lufkin discussed the protocol for release of funds from the multi-year membership accounts. Mc Bride proposed to start the allocation process in January rather than September. This will release cash for association expenses earlier in the calendar year while continuing to hold membership funds for servicing the remainder of 2, 5, and 10 year memberships.

Establish a sustaining membership fund, initially seeded with \$200 from merchandising to support the increased cost of Smokejumper.

Increase the budget for Smokejumper to \$934 per month.

Establish a website account. \$350 for January, \$250 for July, \$50 for each of the remaining months of 2000.

Reduce miscellaneous to \$41 per month.

Jon moved to accept the amended draft, subject to further clarification before final adoption. Mc Comb seconded. Motion carried.

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Policy: The Executive committee ruled that no expenditure of National Smokejumper Association funds may be committed without Executive Committee Approval.

Elections 2000: The committee approved the following process and time lines.

Notification, January Smokejumper and website.

Application, Secretary receives applications and prepares ballot.

Elections, April.

Secretary receives ballots, tabulates results, forwards results to the NSA President.

Results are presented to the board and published in July.

Corporate Donors: The president has asked Bill Ruskin to draft a proposal for the establishment of an National Smokejumper Association Endowment Fund. The Exec. Comm. Would like to invite Ruskin to present a proposal at the Redmond meeting. Mc Comb volunteered to put immediate portion of iJump into a Tax Saving Plan into brochure form. Mc Comb will research printing costs.

Memorialization Procedures: Gidlund presented his protocol and letters of condolence. He recommended a standing notice in the Smokejumper asking for information regarding our seriously ill or departed brethren. There being no objection, Carl will proceed to implement his procedures The letters are on file with the President, the Secretary and also in the Missoula Office.

Job Descriptions: Gidlund gave the Exec. Comm. Copies of their job descriptions. He asked for immediate comment and approval.

Sustaining Membership: De Jarnette was asked to draft a plan for sustaining membership before February.

Future Meetings: Executive Committee will meet in Redmond on January 22, in Mc Call on April 1, and in Redding on June 14. The annual meeting of the Board of Directors will be held in Redding on June 15. The annual meeting of the association will be held on that date as well. The Y2K reunion will be in Redding on June 16,17, and 18.

Adjourn: Gidlund adjourned the meeting at 1820.

Respectfully submitted,

Monroe De Jarnette
NSA Secretary