



Central Arkansas Trail Alliance Meeting Agenda

E: centralartrail@gmail.com

Meeting Title: CATA Board MTG

Date: 3/7/2023

Location: Shift Modern Cyclery | 1101 W. Markham St. | Little Rock, AR. 72201

Attendees: Jordan M, Jada E, David M, Jeff R, Emma B, Dustin S, David L, Jeff F, Mike S, Jeff G, Brian B.

***CALL TO ORDER = (18:00)**

1. **Finding of a Quorum - Simple majority (6)** - Yes | 11/12 Board Members Present Jeff G. on phone
2. **Financial Report** - Yes | David M. presented a financial report | Motion and a second to Accept | Motion Passed | No Opposition
3. **Action items** -
 - a. Approval of February 2023 Minutes - Yes Motion to accept by Jeff F. second by Brian B. | Motion Passed | No Opposition
 - b. Projects/Business that requires a vote to proceed
 - i. Motion by Jeff R. a second by Jordan M. to allow Jordan M. to open up a post office box to receive CATA mail. Motion Passed | No Opposition
 - ii. Motion and a second was made to have Jada E. to create a Google work space for CATA's Officers and Board Members. Motion Passed | No Opposition
4. **Discussion items**
 - a. David informed the board the Jordan M. Jeff G. and himself worked to flag the new Hospitality Trail at Burns Park in NLR. He mentioned that there was an effort to follow the original design but it was to over grown. A new design was decided by the group. The new design will potentially allow for more flow trail design. Jeff G. mentioned that the new design will be more conceptual and give the city a package that they are used to seeing. Jeff mentioned that CATA should look into getting an RTP Grant to help with the trail build. Jeff informed the board that he should be receiving a map for the new flagged trail by March 13th. David L. gave a brief history of Burns Park and mentioned that the new trail design would ultimately be a connector for the park to many other amenities with in the park.
 - b. Jordan M. presented a generic Board Member Contract for CATA's Officers and Board Members to review. The board was undecided at this time if the document was a good fit for CATA's Officers and Board Members.
 - c. Jordan M. and Jeff G. opened up discussion about CATA's affiliation with IMBA and the 40% that they take from fund raising for that affiliation. It was assumed by the majority of the board that the 40% covered insurance. IMBA does not use those funds for insurance. CATA has until March 31st 2023 to provide IMBA with proof of coverage. With a short window to obtain insurance, further discussions about the affiliation were delegated to a committee made up of



Jeff R. and Jeff F. This committee will review the benefits of being affiliated with IMBA and report back to the board. A motion was made by Jeff F. and a second by David L. to allow Jordan M. to move forward with the purchase of insurance through Nicholas Hill MTB Insurance group.

Motion Passed | No Opposition

- d. Emma B. made up work day sheets and waivers for work day events. The laminated work day sheets will be kept on the CATA work trailer. The sheets will allow for a step-by-step process to hosting a work day. This will make the event flow better and allow anyone to be able to set up the event, give safety briefings, and talk about CATA and IMBA regulations to all participants.
- e. Emma B. proposed an education committee to help the board to learn and understand trail maintenance, safety tips, regulations etc....The board was receptive to the idea. Jeff R. agreed to be on the committee.
- f. Trail Forks information was presented to the board for donation information.
- g. Create a CATA board advisory Committee to assist with tasks between meetings.
- h. A motion was made by Emma B. a second was made by Mike S. to allow Little Rock Student Mountain Bikers organization to continue to operate under the CATA 501 C3. Motion passed | No Opposition

5. Work Day Report

- a. Mike S. reported that AmeriCorps did a great job in assisting with trail maintenance at Lake Nixon. The grand opening will be May 6th 2023.
- b. Emma reported 21 volunteers worked 65 hours at Boyle Park. Work was completed on berms, drainage and skills areas.
- c. Brian reported 25 volunteers work 86 hours at Pinicale Mountains Armadillo Run. Work was completed on drainage and berms.
- d. A discussion was had about improvements. What worked? What did not? Emma B. mentioned that having dedicated work leaders made the Boyle Park work day more efficient. Jada E. brought up having Little Rock Student MTB to schedule 2 work days. One prior to their season starting and on during.

6. Monthly Social Committee

- a. Jada reported a turnout of 14 individual for the National Margarita Day social ride at Murry Park.
- b. A short discussion was had about membership meeting/Social event to get members involved in the board meeting. The was a general consensus to have this meeting later in the year to allow for more workdays while the weather was cooler.

7. Communication Committee

- a. Jordan informed the board that we had an increase of 15 members for the month of February.
- b. Jada reported that social media content is still receiving good feedback. She requested that board members send more information and photos in order to create more content.

8. Delegating Task/Responsibilities



Jordan presented the board with a delegation of tasks and responsibilities he would like to have completed. The following list out lines each board members part.

Vice President – Assist me with developing position descriptions for the board/advisory group. I'll send you a draft that you can look over and make changes however you see fit.

Secretary – Coordinate with officers/advisory group to create a document of contact information to upload on Google Workspace- going forward- utilize Workspace for all meeting minutes and relevant documents.

Treasurer – Create a plan to sell CATA jerseys- then present at the next board meeting & fill out and submit IRS form 990 for this tax season (contact Joe on this?)

Volunteer Coordinator – Conduct Research and discover volunteer management software & Develop Excel sheet for volunteers for monthly (quarterly w/ software?) reports

At-Large – Basil Hicks – Plan a work party for CATA to host at Camp Robinson

At-Large – Dustin Slaughter – Conduct Research to find then develop an effective fundraising campaign for CATA

At-Large – David Larson – Plan a work party for CATA to host in NLR

At-Large – Jeff Gannon – Develop a CATA trail maintenance “pocket guide” for trail maintenance needs

At-Large – Mike Simmons – Present some dates- then plan & implement a CATA trail building training at Lake Nixon

At-Large – Jeff Fore – Conduct Research and create document for effective non-profit practices pertaining to membership engagement and retention to upload to Google Workspace

At-Large – Brian Breaker – Create a basic fundamental document on hydrogeology management that is relevant to trails to upload on Google Workspace

9. Other Business none

10. Adjournment 7:52 PM

Date Approved _____

Secretary

President