



Executive Committee Meeting Minutes

August 27th, 2024, at 5:00 PST

Zoom: [Click here to access meeting.](#)

Meeting ID: 850 4219 4601 Passcode: 565007

Welcome s Introductions

Called to order at 5:02PM Pacific Time

Agenda

No additions to the agenda.

Minutes: Approve July 2024 Minutes

Motion to approve the minutes as presented, seconded. All in favor, none opposed.

Motion passed.

Financial Reports – July 2024

- Financial reports presented by Treasurer/Executive Administrator.
- Provided the Balance sheet and Budget Vs Actual

Financial reports accepted as presented. Seconded. All in favor, none opposed. Motion passed.

Public Lands

Invitation to assist development of Forest Service trail planning tool

Randy, among other stakeholders within the regional trails community, received an invitation from FS Region 6 (Pacific NW) to provide input on a grant proposal to assist the agency in their development of a “data-driven trails assessment and planning model” that might be applied to the 17 National forests in Oregon and Washington. The proposal, which is due Sept 30, could be used by forest officials to “more effectively plan and manage trails for diverse users taking an integrated approach to physical, ecological, socio-economic factors.” It is unknown if the proposal will secure funding or whether this project, if funded, would serve as a pilot or model to be used in other FS regions in the future.

E-bikes and Lake Tahoe Basin Management Unit (LTBMU), US Forest Service

The LTBMU expects to release soon its Final EA and draft decision for the Basin Wide (e-bike) Trails Assessment, which would authorize the use of Class 1 e-bikes on over 106 miles of currently non-motorized trails that circumnavigate Lake Tahoe and connect lakeside communities. Members of local BCH chapters (both CA and NV) generally do not use the crowded trails located in the Basin, preferring instead to ride in the adjacent high Sierras, its wilderness areas, the Pacific Crest Trail and Tahoe Rim Trail. Nonetheless, the draft EA was highly flawed, biased toward e-bike use, and as such could be used by other national forests as



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a model for shoe-horning in e-bike use on non-motorized trails. BCHA will monitor this development and may choose to weigh in with allies who choose to object to the EA's approval.

State of Utah lawsuit to wrestle away ownership of BLM public lands

As noted in an email circulated to EC members on Aug. 23rd, the State of Utah is asking the US Supreme Court to allow the State to control 18.5 million acres of BLM lands (or 34% of land in Utah). Legal scholars state that the lawsuit has virtually no chance of success. *Note: BCHA passed national resolutions in 2015 and 2016 voicing its opposition to the transfer or sale of federal public lands to the states or private entities.*

Bikes in Wilderness bill (S. 4561)

Rod Player secured the approval of all 11 BCH Utah chapter presidents to sign onto a letter to Senator Lee expressing opposition to his bikes-in-wilderness bill. AHC hopes that the Outdoor Recreation Roundtable will sign onto a similar letter or submit one on behalf of their members organizations.

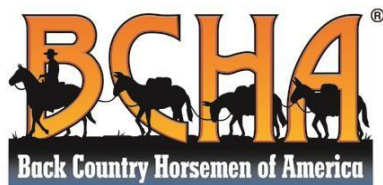
Southern Appalachian Watershed Resiliency project, US Forest Service

Randy Brown did an excellent job coordinating with BCH chapters in the five states where the FS has proposed to update Forest Plans to include emphasis on watershed health and resiliency. Each submitted public comment letters expressing their interest in engaging with the agency to identify trails important to equestrians, including currently unsanctioned "legacy" trails, and to develop an approach to formalize important trails while working with the agency to retire and restore unsustainable trails that threaten watershed health. BCHA intends to hold a series of webinars or workshops to better prepare affected chapters for such dialogue and related actions.

Updates from the Chairman

National Challenge Cost Share: It was passed to the National Forest Service; it was not approved. Trying to figure out how to circle back around, need a pilot program on a smaller scale and Saw training was suggested. They liked that idea, but the location has not been announced at this time. So, the funds may be coming out of the Saw program from the Forest Service.

- SAW- Saw training was in Durango, Colorado in August. This was completely new to Colorado who didn't believe volunteers could accomplish this. Approval from the forest



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service was provided. The training was successful with members from several different chapters.

Proposing a sawyer committee. Chairman can see this going further and would like to get a handle on this ahead of time.

- Registration Fees: NBM registration fees are increasing to help cover costs.

Next Meeting: August 27th, 2024

National Directors Call Tomorrow September 26th, 2024

Adjourn

Meeting adjourned at 6:15PM Pacific Time

Attendance Required: Mark Himmel, Craig Ferdig, Sherry Copeland, Jim Allen, Brad Pollman, Dana Chambers, Heather Cox, Kathy Young, Greg Schatz

Staff: Randy Rasmussen, Michelle Wade

Meeting URL:

<https://us06web.zoom.us/j/85042194601?pwd=UDLNavDUQkKcSnBDem8QB4LDR71jAX.>

Back Country Horsemen of America

Balance Sheet

As of August 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1101 Checking	109,018.33
1103 US Bank - Grants - 2432	1,068.12
1105 US Bank - Legacy - 8520	2,211.63
1107 US Bank - Savings - 8504	59,482.56
1109 US Bank Legal - 8546	1,120.01
Total Bank Accounts	\$172,900.65
Accounts Receivable	
1200 Accounts Receivable	387.60
Total Accounts Receivable	\$387.60
Total Current Assets	\$173,288.25
Other Assets	
1114 CD 9 Mo - 6445	9,479.33
1115 CD 15 Mo - 6486	9,445.87
1580 Stifel Legacy Investments	213,212.87
1581 Stifel Legal Fund Investments	62,000.32
Total Other Assets	\$294,138.39
TOTAL ASSETS	\$467,426.64
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Commerce Bank CC 3187	2,619.03
Total Credit Cards	\$2,619.03
Total Current Liabilities	\$2,619.03
Total Liabilities	\$2,619.03
Equity	
3800 Unrestricted Net Assets	243,632.68
3901 Restricted Youth Donations	10,141.20
3902 Restricted Legal Fund	62,000.32
3903 Restricted Legacy Fund	212,202.87
3904 Released Restricted Youth Assets	-1,700.00
Net Revenue	-61,469.46
Total Equity	\$464,807.61
TOTAL LIABILITIES AND EQUITY	\$467,426.64

Back Country Horsemen of America

Budget vs. Actuals: Budget FY 2024 to 2025 - FY25 P&L

May - August, 2024

	TOTAL	
	ACTUAL	BUDGET
Revenue		
4100 Dues	40.00	135,450.00
4110 Membership Dues Donation \$5		5,500.00
Total 4100 Dues	40.00	140,950.00
4200 Donations	2,183.00	28,500.00
4201 Chapter Support Grants	360.00	2,500.00
4204 Sponsors & Advocacy Partners	430.00	2,000.00
4600 National Board Meeting Revenue		30,000.00
4700 Misc. Income	441.00	0.00
4800 Promotional Items	723.26	2,200.00
8010 Interest Income	513.16	400.00
Total Revenue	\$4,690.42	\$206,550.00
GROSS PROFIT	\$4,690.42	\$206,550.00
Expenditures		
1582 Investment Expense		2,500.00
5000 Administration - General	1,035.87	6,600.00
5004 Shipping / Postage	303.30	0.00
5010 Bank/Merchant Processing Fees	607.49	0.00
5100 Software and Computer expense		1,000.00
Total 5000 Administration - General	1,946.66	7,600.00
5200 Public Lands Advisor		
5210 Wages & Salary Expenses	27,830.04	83,500.00
5211 Payroll Taxes	2,497.39	8,500.00
5212 Payroll Processing Fees	184.00	0.00
5220 Travel Expenses	3,187.92	8,000.00
5221 Miscellaneous Expense	279.96	1,500.00
Total 5200 Public Lands Advisor	33,979.31	101,500.00
5202 General Travel	4,640.91	6,000.00
5500 National Board Meeting	6,532.00	30,000.00
5800 Promotional Item(s)	627.00	2,000.00
5900 Light On the Land	220.00	0.00
7000 Professional Services		
7100 Executive Administrator	12,600.00	37,800.00
7800 Accounting/Audit/Tax Returns	5,024.00	11,000.00
Total 7000 Professional Services	17,624.00	48,800.00
Committee Expense		
5301 Education		300.00
5303 Marketing/Media		300.00
5305 Partnerships	2,750.00	6,520.00
5308 Volunteer Hours & Awards		500.00
5309 Chapter Support Grants		300.00
5311 Youth Committee		300.00

Back Country Horsemen of America

Budget vs. Actuals: Budget FY 2024 to 2025 - FY25 P&L

May - August, 2024

	TOTAL	
	ACTUAL	BUDGET
Total Committee Expense	2,750.00	8,220.00
Total Expenditures	\$68,319.88	\$206,620.00
NET OPERATING REVENUE	\$ -63,629.46	\$ -70.00
Other Revenue		
4203 Legacy Donations	1,040.00	0.00
4205 Legal Donations	1,120.00	0.00
Total Other Revenue	\$2,160.00	\$0.00
NET OTHER REVENUE	\$2,160.00	\$0.00
NET REVENUE	\$ -61,469.46	\$ -70.00

Back Country Horsemen of America

Profit & Loss Detail

August 2024

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	AMOUNT	BALANCE
Ordinary Revenue/Expenditures				
Revenue				
4100 Dues				
08/31/2024	Refund		-20.00	-20.00
Total for 4100 Dues			\$ -20.00	
4200 Donations				
08/04/2024	Pledge	Operations Donation	25.00	25.00
08/06/2024	Pledge	Operations Donation	50.00	75.00
08/09/2024	Pledge	Operations Donation	5.00	80.00
08/16/2024	Pledge	Operations Donation	1.00	81.00
08/16/2024	Pledge	Operations Donation	20.00	101.00
08/20/2024	Pledge	Operations Donation	20.00	121.00
08/20/2024	Pledge	Operations Donation	300.00	421.00
08/28/2024	Pledge	Operations Donation	5.00	426.00
Total for 4200 Donations			\$426.00	
4201 Chapter Support Grants				
08/09/2024	Pledge		10.00	10.00
08/11/2024	Pledge		20.91	30.91
08/12/2024	Pledge		15.00	45.91
08/15/2024	Pledge		31.11	77.02
08/16/2024	Pledge		15.00	92.02
08/31/2024	Journal Entry		-2.02	90.00
Total for 4201 Chapter Support Grants			\$90.00	
4700 Misc. Income				
08/31/2024	Journal Entry	Equisure Income	99.00	99.00
Total for 4700 Misc. Income			\$99.00	
4800 Promotional Items				
08/22/2024	Pledge	Short Sleeve T-shirt L	13.20	13.20
08/22/2024	Pledge	Pens 100 @ \$10	10.00	23.20
08/22/2024	Pledge	Small Sticker	22.50	45.70
08/22/2024	Pledge	Magnet	15.00	60.70
08/22/2024	Pledge	Long Sleeve T-Shirt XXL	16.50	77.20
Total for 4800 Promotional Items			\$77.20	

Back Country Horsemen of America

Profit & Loss Detail

August 2024

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	AMOUNT	BALANCE
8010 Interest Income				
08/15/2024	Credit Card Credit		24.13	24.13
08/27/2024	Journal Entry	Interest Earned	115.56	139.69
08/31/2024	Deposit		0.01	139.70
08/31/2024	Deposit		0.08	139.78
08/31/2024	Deposit		0.47	140.25
08/31/2024	Deposit		12.49	152.74
Total for 8010 Interest Income			\$152.74	
Total for Revenue			\$824.94	
Expenditures				
5000 Administration - General				
08/01/2024	Expenditure	Password Protect	99.99	99.99
08/03/2024	Expenditure	Jotform	29.00	128.99
08/24/2024	Expenditure	Constant Contact	145.00	273.99
Total for 5000 Administration - General			\$273.99	
5004 Shipping / Postage				
08/22/2024	Pledge	Priority Mail Medium	-15.19	-15.19
Total for 5004 Shipping / Postage			\$ -15.19	
5010 Bank/Merchant Processing Fees				
08/22/2024	Expenditure	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	2.76	2.76
08/31/2024	Expenditure		9.53	12.29
08/31/2024	Journal Entry		-2.02	10.27
08/31/2024	Check	US Bank Service Fees	115.94	126.21
08/31/2024	Expenditure	August 2024 Fees	3.22	129.43
Total for 5010 Bank/Merchant Processing Fees			\$129.43	
Total for 5000 Administration - General with sub-accounts			\$388.23	
5200 Public Lands Advisor				
5210 Wages & Salary Expenses				
08/06/2024	Expenditure	Employee Taxes	662.42	662.42
08/09/2024	Expenditure	Employee Payroll	3,025.08	3,687.50
08/23/2024	Expenditure	Employee Payroll	2,608.41	6,295.91
08/23/2024	Expenditure	Employee Taxes	662.42	6,958.33
Total for 5210 Wages & Salary Expenses			\$6,958.33	
5211 Payroll Taxes				
08/01/2024	Expenditure	From December 2023	148.51	148.51
08/06/2024	Expenditure	Employer Payroll Taxes	293.61	442.12
08/23/2024	Expenditure	Employer Payroll Taxes	293.61	735.73
Total for 5211 Payroll Taxes			\$735.73	
5212 Payroll Processing Fees				
08/02/2024	Expenditure	OnPay	46.00	46.00

Back Country Horsemen of America

Profit & Loss Detail

August 2024

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	AMOUNT	BALANCE
Total for 5212 Payroll Processing Fees			\$46.00	
5220 Travel Expenses				
08/06/2024	Expenditure	Oregon Trails Coalition	325.00	325.00
08/07/2024	Expenditure	Sunriver Resort	139.02	464.02
Total for 5220 Travel Expenses			\$464.02	
5221 Miscellaneous Expense				
08/05/2024	Expenditure	Alyrica Networks	69.99	69.99
Total for 5221 Miscellaneous Expense			\$69.99	
Total for 5200 Public Lands Advisor			\$8,274.07	
7000 Professional Services				
7100 Executive Administrator				
08/01/2024	Bill	Lakeside Administrative Services	3,150.00	3,150.00
Total for 7100 Executive Administrator			\$3,150.00	
7800 Accounting/Audit/Tax Returns				
08/01/2024	Bill	Lakeside Administrative Services	750.00	750.00
08/13/2024	Expenditure	Gintz Warner	92.00	842.00
08/22/2024	Bill	Intuit	85.00	927.00
Total for 7800 Accounting/Audit/Tax Returns			\$927.00	
Total for 7000 Professional Services			\$4,077.00	
Total for Expenditures			\$12,739.30	
Net Ordinary Revenue			\$ -11,914.36	
Other Revenue/Expenditure				
Other Revenue				
4203 Legacy Donations				
08/03/2024	Pledge	Legacy Donation	10.00	10.00
Total for 4203 Legacy Donations			\$10.00	
Total for Other Revenue			\$10.00	
Net Other Revenue			\$10.00	
Net Revenue			\$ -11,904.36	

NBM 2025 Budget - DRAFT

Room Rates - \$169 per night/Breakfast \$20/ Lunches \$33 average/ Banquet \$53 per person/ Reception per 50 people /Service Fee 24% and Tax 8.35%

Food & Beverage Minimum \$18,000

	Count	Fee	Income	Notes
Income				
Meeting registration (Full Reg.)- National Board Members, etc.	70	\$ 400.00	\$ 28,000.00	
Peripherals, chair, staff, contractor, EC, comm chairs	12			
Banquet guests	20	\$ 80.00	\$ 1,600.00	
Day rate - three days \$60/day (lunch/breakfast/drink cost x3)	20	\$ 180.00	\$ 3,600.00	
Attendance Rate = Gallery only \$10	20	\$ 10.00	\$ 200.00	
Total Income			\$ 33,400.00	
	Count	Cost	Expense Amount	
Anticipated Expenses				
Lunches, 3 days (8.35% Tax & 24% Service Fee) \$33 Average	306	\$ 10,098.00	\$ 13,366.08	Inc. Tax & Service Fee
Breakfast, 3 Days (24% Service Fee & 8.35% Tax) \$20	306	\$ 7,543.95	\$ 8,099.82	Inc. Tax & Service Fee
Banquet, dinner buffet (Include State Volunteers) (24% Service Fee & 8.35% Tax)\$53 person	105	\$ 5,565.00	\$ 7,365.75	Inc. Tax & Service Fee
AM Coffee/Water (3 gallons each x3 \$25/gal) (24% Service Fee & 8.35% Tax)	9	\$ 315.00	\$ 297.81	Inc. Tax & Service Fee
PM Iced Tea/Water (3 gallons each x3 \$25 ea) (24% Service Fee & 8.35% Tax)	9	\$ 171.00	\$ 297.81	Inc. Tax & Service Fee
Event Bar/Alcohol				
Total FBO		\$ 23,692.95	\$ 29,427.27	Based on \$18,000 FB included service and taxes
Promotion - Printing, Mailing		\$ 800.00	\$ 800.00	
Speaker, Food, Gift	5	\$ 180.00	\$ 180.00	
Staff & Leadership Food (3 lunches, breakfast, 1 dinner, daily drinks) MW, RR, MH				
State Volunteer Food (3 lunches, breakfast, 1 dinner, daily drinks)				
Committee Chair Comp - GS, CL , SC, DC Food, Drink				
A/V No Cost Potential 1 Mic	3	\$ 300.00	\$ 300.00	
Banquet Room Need to meet \$18,000 F& B Minimum or \$4000 per day				
Travel-MW, RR, MH (Mark, 1000 - Randy, 900, Michelle 900	3	\$ 2,800.00	\$ 2,800.00	
Travel- SC, GS, CL, DC	4	\$ 500.00	\$ 2,000.00	
Overnight Rooms Sat-Thursday MW (\$169/night)	5	\$ 169.00	\$ 949.35	Inc. Tax & Service Fee
Overnight Rooms Sat-Thursday RR (\$169/night)	5	\$ 169.00	\$ 949.35	Inc. Tax & Service Fee
Committee Chair/EC Comp - CL, SC, GS, DC (1/2 Room)	25	\$ 94.94	\$ 2,373.50	Inc. Tax & Service Fee
Total Non-FBO Expenses		\$ 5,012.94	\$ 10,352.20	
Total Expenses			\$ 34,203.27	
Anticipated Net Profit			\$ (6,369.47)	

National Board Meeting Policy

National Board Meeting (NBM) is held in April of each year and each year a different state hosts the NBM. The following provides details for states to hold the NBM and the policy during the NBM.

State application and requirements for hosting the National Board Meeting

1. To hold the NBM in your state, please submit a proposal to BCHA and be prepared to present it at the upcoming National Board Meeting using visual presentation. Each proposal is voted on by the National Directors for the year they are applying for. Email proposal to michellewade@bcha.org.
2. Locate at least 2 hotels (preferably 3 or more) that have potential to host the NBM. (Once the hotels are provided to BCHA, BCHA will contact the hotels and take care of proposals and logistics)
 - a. Hotels must have a banquet room of at least 4,000 square feet.
 - b. Accommodate at least an 85-room block.
 - c. In house catering (If possible)
 - d. A/V equipment
 - e. In house bar (If possible)
 - f. Try to keep close to outside amenities such as restaurants, shopping, airports, etc.
3. Each state must provide an auctioneer.
4. Each state must provide 5 volunteers for the 4-day event. (Up to 5 volunteers will receive free lunches and banquet/auction ticket) Please provide the names of volunteers 2 weeks prior to the National Board Meeting to michellewade@bcha.org.
 - a. Sunday
 - i. 11:00-3:00 Setting up the store.
 - ii. Checking in auction items and displaying them
 - iii. Registration: 11:00AM to 3:00PM Check members in and provide them with materials.
 - b. Monday
 - i. Store opens at 8:00AM and closes half hour after end of meeting.
 - ii. Registration opens at 7:45AM. Closes at 9:00AM

- c. Tuesday
 - i. Store opens at 8:00AM and closes half hour after end of meeting
- d. Wednesday (The busy day)
 - i. Store opens at 8:00AM and closes at 2:00PM
 - ii. Silent Auction closes at 2:00PM, record who won silent auction items and take payments for silent auction items.
 - iii. Arrange items for the live auction.
 - iv. Take payments for live auction items and record who won the item.
 - v. Volunteers to assist auctioneer with bidding from the floor. (It can get crazy)

Special Requests

BCHA has a very busy agenda each year and we work very hard trying to get everything in the agenda that we can. *Little last-minute changes are a big deal.* During the NBM, we ask states to **NOT** assume they will be able to present awards, give speeches or hold any other event outside of the National Board Meeting agenda. All requests must be sent to BCHA 6 months prior to the National Board Meeting for approval. Any requests sent later than 6 months prior to the NBM will be denied.

Auction Items and Income Disbursement

Live Auction is limited to 15 Items, not including donation bidding.

- Hosting state receives income from...
 - Silent auction items brought from members of the hosting state. (Must be marked on the bid sheet)
 - Three (3) Live auction items brought by the hosting state.
- BCHA receives income from...
 - All live auction items except for three (3) items for the state (see above)
 - All silent auction items not provided by the hosting state. (Must be marked on the bid sheet)

Store Items

BCHA provides items to sell at the store. States may sell up to 5 items but must request to do so 3 months prior to the NBM with a list of items they intend to sell to be approved by BCHA.

State	Membership Numbers	Last Reported Month	Based on Dues Report 2023	Difference
Alabama	326	September	308	18
Alaska	96	September	68	28
Arizona	276	September	235	41
Arkansas	153	September	157	-4
California	1168	September	1260	-92
Colorado	441	September	430	11
Florida	144	January	152	-8
Georgia	127	September	126	1
Idaho	294	September	553	-259
Illinois	58	September	63	-5
Indiana	26	September	36	-13
Iowa	67	September	91	-24
Kansas	137	September	153	-16
Kentucky	109	September	92	17
Minnesota	113	September	100	13
Missouri	287	September	135	152
Montana	575	September	632	-57
Nevada			67	
New Mexico	110	September	161	-51
North Carolina	181	September	179	2
North Dakota	28	September	28	0
Oregon	220	April	225	-5
South Carolina	61	September	67	-6
South Dakota			53	
Tennessee	226	September	228	-2
Texas	86	September	80	6
Utah	407	September	472	-65
West Virginia	26	September	25	1
Wyoming	193	February	193	
Virginia	192	September	123	69
Washington	1312	September	1377	-65
	7439		7869	-313