

Save Our Trails!



Promoting trails in Santa Clara County for the benefit and enjoyment of all

**SAVE OUR TRAILS
Board Meeting
Dwell Christian Church
1292 Minnesota Ave, San Jose, CA 95125
August 19, 2013 - 7:00 p.m.
AGENDA**

CALL TO ORDER

Chair assigns times to the agenda items, and reminds participants of the rules governing the conduct of the meeting (Appendix A, below.)

INTRODUCTIONS

Welcome to visitors.

REQUESTS FOR EXCUSED ABSENCE

CHANGES TO AGENDA

CONSENT CALENDAR

- APPROVAL OF MINUTES: June 4, 2013; July 22, 2013
- Secretary's report
 - See Appendix C
- Report of the Reflector Tape Project Team
 - See Appendix D

PRESENTATIONS BY GUESTS

None

DIRECTORS' REPORTS

- a. President's report
- b. Vice-President's report
- c. Treasurer's report
 - Resignation, and replacement
- d. Secretary's report
 - (On consent calendar)
- e. Attorney's report

CURRENT ISSUES

- a. Status of Action Items

COMMITTEE REPORTS

- a. Report of the Clean-up Committee
- b. Report of the Governance Committee
- c. Report of the Communications Committee
 - Issue of determining who should respond to messages from the general public addressed to the SOT Board, assigned to the committee on June 4th.

DEFERRED ISSUES

1. Rule change to allow voting by email on all issues, not just on public statements and disbursements. The need for some such policy was again highlighted by Bruce's call for a vote on supporting the joint creek clean-up effort with Friends of Five Wounds. (Martin)
2. Recommendation dated May 23, 2013 from the Governance Committee: In consideration of some recent confusion, the Committee agreed by a vote of 4-1 that when a meeting is called, the communication should identify the time, date, and place of the meeting.
3. Recommendation dated May 23, 2013 from the Governance Committee: The Governance Committee considered *Procedures for consideration of issues that may affect the broader community* and agreed unanimously that no vote should be taken on any matter other than routine housekeeping measures, unless the matter had been previously identified as an actionable item in a published agenda.
4. Recommendations dated June 19, 2013 from the Governance Committee regarding ***New meeting procedures***, as shown in Appendix B below.

NEW ISSUES

1. Should SOT participate in the Day on the Bay? (Supervisor Dave Cortese presents the ***Fourth Annual Day on the Bay: A Multicultural Festival*** on Sunday, October 13th, from 10 AM to 3 PM at the [Alviso Marina County Park](#).) (Roland)
2. Should SOT become a formal partner of the Bay Area Ridge Trail Council? Who should serve as the liaison to the new Technical Advisory Committee? (Martin)
3. Yves Zsutty called for SOT to host a count station for the annual trail count on Wednesday, September 18. (Martin)
4. Planning for trail clean-up in October. (Roland)
5. Request from Mollie Tobias that SOT deliver fliers to houses that back up onto the Three Creeks Trail to get permission for the city to remove or paint over graffiti that is on the trail side of their fence. (Bill)
6. Suggestion that we set the date for the 2014 Annual Meeting. (Richard)
7. Suggestion for outreach on the 2nd and 4th Tuesday evening from 7Pm until dark to spread the chips the city has provided.

APPENDIX A:

Policy to improve the efficiency of SAVE OUR TRAILS meetings.

At the start of the meeting, the chair will remind participants of the rules governing the conduct of the meeting. Initially, we suggest the following rules:

- a. The chair will adhere to the agenda. If anyone raises an item that is not on the agenda, the chair will ask that discussion be considered under "other business".
- b. The chair will recognize everyone who wants to speak on an issue before board members speak for a second time.

APPENDIX B:

Recommendations dated June 19, 2013 from the Governance Committee regarding ***New meeting procedures:***

- a. The Chair (typically, the President) should temporarily hand the direction of the meeting to another Board Member (typically, the Vice-President) if the Chair wants to actively participate in the discussion of an issue.
- b. The earlier recommendation of the Governance Committee that the Chair should “recognize everyone who wants to speak on an issue before board members speak for a second time” should be implemented as follows:
 - Discussion of an issue should proceed around the room in round-robin fashion, with the Chair asking each member in turn if they have anything to say on an issue. No member may interrupt another member during this round, but should make notes and speak when their turn comes. If a Board Member has already spoken on the issue, and has something further to say, they should raise their hand to indicate a request to speak further. The Chair (or a designated assistant) should keep track of requests to speak, and then call on these members to speak after the completion of the round-robin, in the order the requests were made.
 - On each issue, the round-robin should start with a different person, and be conducted in alternating directions around the room.
- c. If anyone violates any of the procedural rules (e.g., if a Member interrupts another, or if the Chair calls on a member out of turn during a round-robin), a Member may call “**point of order**” to bring the violation of protocol to the attention of the Chair. The Chair will rule, either recognizing the validity of the point of order, or denying it. If the Chair denies the point of order, the person raising the point of order may appeal the decision to the full Membership which will then vote on whether the claim of a violation of protocol is valid or not.

APPENDIX C:

Secretary’s Report

On July 27th, Martin sent a letter to the National Park Service supporting the grant application by the Bay Area Ridge Trail Council

APPENDIX D:

Report of the Reflector Tape Project Team

Between the months of May and July, the team applied reflector tape to a total of 19 bollards and 3 gates on the Guadalupe River Trail, the Los Gatos Creek Trail, the Three Creeks Trail, and the Highway 237 Bikeway.