



## **Tsalteshi Trails Board of Directors Expectations**

### **About Tsalteshi Trails**

#### Our Mission Statement

Actively promote and support a multi-use trail network that encourages healthy outdoor recreation.

#### Our Vision Statement

A world-class system of multi-use trails that promote an active, outdoor lifestyle and community connection to the land, now and for future generations.

#### Our Value Statement

We believe the trails should be a friendly place, open for everyone, regardless of ability or income. We believe in land stewardship and sustainability. Our heritage is rooted in a strong connection to the land and its cultural history. We strive to caretake the environment in which the trails are built to protect it for future generations. We believe in persevering the culture of the North, encouraging healthy, recreational outdoor and leisure activities to last a lifetime.

### **Responsibilities of the Board of Directors**

- To provide for the establishment, maintenance and perpetuation of cross-country trails at the Tsalteshi Trails System.
- To promote the sports of cross-country running and skiing at the Tsalteshi Trails System by engaging in and promoting the general development of cross-country sports and administration of school district and community cross-country sports and cross-country sporting events using the trail system.
- To support the use of the trail system for other activities, such as youth programs, mountain biking and triathlon events, as well as community running and skiing competitions and other community uses.
- To seek funds, contributions, grants and to take gifts, bequests and to do any other lawful act.
- To conduct affairs in accordance with the mission, vision and value statement.
- To mentor new board members.

### **Responsibilities of Individual Directors**

- The duties of the board are voluntary and performed as a service to the trails and, as such, board members are not compensated for their service as a board member.
- Board members are expected to work with other board members, general members and community members in a professional and respectful manner.
- Attend monthly board meetings, the annual membership meeting and any special meetings called by the Chair.
- Participate in committees.



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- Work to accomplish strategic plan objectives.
- Be familiar with and adhere to Tsalteshi Trails Association By-Laws.

### **Time Commitment**

- Two- to three-hour board meetings once a month, as well as three or more hours a month assisting with Tsalteshi events, projects and activities.

### **Board Positions**

The Board of Directors consists of the following positions and duties: Chair, Vice-Chair, Secretary, and Treasurer, as determined amongst the board members.

- The Chair presides at all meetings of the club and the Board and has all duties and powers normally given to that office, in addition to those particularly specified by the By-Laws. The Chair appoints committees and is an ex-officio member of all committees.
- The Vice-Chair has all the powers and exercises the duties of the Chair in case the Chair is absent or incapacitated; as well as duties assigned by the Chair or the Board.
- The Secretary keeps a record of all meetings, correspondence of the club and of the Board of Directors.
- The Treasurer keeps all financial records of the club and the Board of Directors and keeps all such records as would normally be associated with standard business practices, including all mandatory tax reporting. The Treasurer also gives a financial report at each meeting of the club or board.

### **Committees**

The standing committees and their duties are:

- The Community Events Committee shall assist program leads in determining schedules and staffing all programs and events held at Tsalteshi Trails. The committee shall consist of four board members. One board member shall be in charge of coordinating event schedules and assisting other organizations with hosting events on the trails. Another board member will be a liaison for high school sports and facilitate communication between high school coaches and other events. Two board members shall serve as liaisons for the youth ski and youth bike programs. Youth liaisons will assist program leads in scheduling and planning their respective programs, as well as facilitating communication between program leads and the board.
- The Facilities Committee shall consist of the Facilities Maintenance Manager and at least two board members. The committee shall determine facilities maintenance, improvement, and equipment needs and facilitate the meeting of those needs. The committee shall provide preliminary review of proposed facility improvements with the goal of refining proposals before presentation to the full board. One board member shall be a biking liaison and take primary responsibility for coordinating maintenance needs on Tsalteshi singletrack and coordinating with singletrack volunteers. Another board member shall be responsible for overseeing lease requirements and working agreements with the Kenai Peninsula Borough School District and/or Skyview Middle School. The Facilities Maintenance Manager shall report to the board at



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monthly board meetings and present an annual budget and inventory of equipment prior to the annual general membership meeting.

### **Qualifications**

- All board candidates must be a member of the club for the previous 12 months.
- Able to commit to the Tsalteshi Trails Association goals and programs.
- Able to use experience and knowledge to promote the trails in fundraising activities and land/trails stewardship.

### **Terms**

- The terms of offices shall be two years with a three consecutive term limit. Those elected will take office immediately.
- A board member must be off the board for two years before seeking reelection.