

Seniors Outdoors!SM

Member Information

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This information is frequently updated. For the most up-to-date information, visit the club's Web site: www.seniorsoutdoors.org.

CLUB LEADERSHIP

Board Members

Co-Presidents:

Clark Lagow – 259-9337 – clagow@rmi.net
Betsey Butler - 403-3185 - ejbutler12@gmail.com

Secretary:

Sandy Hoaglund – 247-3678 – swhoagy@live.com

Treasurer:

Bill Cagle – 385-4566 – cagle81301@yahoo.com

Outings Committee Chair:

Rich Butler – 403-3185 – rbutler54@gmail.com

Sub-Groups

Downhill Skiing:

Bruce Rodman - 385-7899 - BERodman@gmail.com
Jim Shadid - 884-4612 - shadid@wildblue.net

Horse Riders:

Dell Manners – 382-9967 – dmanners@sisna.net

Senior Outdoors Singles (SOS):

Sally Barker - 385-7421 - sallybarker@q.com

Other Positions

Circulation Co-Chair:

David Wright – 259-5978 – david.j.wright@att.net

E-mail Coordinator:

David Wright – 259-5978 – mail2020@seniorsoutdoors.org

Hospitality Chair:

Kate Martin – 247-2581 – ks651@yahoo.com

Membership Chair:

Rhonda Raffo – 259-8870 – rhondaandjim@msn.com

Outings Schedule Publisher:

Olin Kane – 375-0060 – kanes@frontier.net

Programming Chairs:

Becky Rodefer – 247-4115 - rodefer@hotmail.com

Public Relations Coordinator:

Grace Deltscheff – 259-3040 – holgnd@frontier.net

Trip Equipment Coordinator:

John Martin – 247-2581 – jmartin@mydurango.net

Webmaster:

Lyle Hancock – 764-4531 – lylehancock@bresnan.net

WELCOME TO SENIORS OUTDOORS!SM

Seniors Outdoors!SM is an outing and social club providing organized year-round outdoor activities and related educational opportunities. The group consists of active adults (50+), but allows younger folks to join if they can keep up! Members share an interest in exploring the local area, staying healthy and physically fit, and meeting

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others with similar interests. Our group is very social. Our Club welcomes new members at casual new member orientations scheduled just prior to our Spring and Fall potluck dinners. These events are coordinated by our Hospitality teams and hosted by various Board members. You will be contacted soon after becoming member, and we encourage you to attend a new member orientation.

Seniors Outdoors!SM is an unincorporated non-profit association under Title 7 Article 30 and other applicable statutes of Colorado law. Our Club is governed by [Bylaws](#) which can be found on the Club website, www.seniorsoutdoors.org. The Bylaws were approved by membership vote and adopted by the Board in 2008.

Club Meetings are generally held at the Durango Community Recreation Center, 2700 Main Avenue, in the “Peak” rooms. To get to the “Peak” rooms, enter the main lobby, turn right, and go to the end of the hall. One can also enter through the east entrance, where you will find the “Peak” rooms on the right. Occasionally we meet at another location, so watch for any changes. Club meetings are held on the second Tuesday of each month at 7 p.m., with a half-hour social time starting at 6:30 p.m. We keep business meetings short and maximize time for programs and socializing. Programs feature local speakers talking on a variety of informal and educational topics. A potluck dinner is held at the same times on every third month with the June meeting being a picnic (March, June, September and December). The Club is environmentally oriented; **we encourage members to bring their own mugs to meetings and their own mugs and table service to potlucks.**

Seniors Outdoors!SM is a non-political club. We do not schedule speakers at Club meetings who want to recruit us as volunteers, sell us something or get us to support an issue. The Club itself does not write letters for or against issues. However, we have an Information Table at meetings and a website to share information. Organizations or individuals who want to discuss a program or concern with our members are welcome to do so at the Information Table.

Outings - Seniors Outdoors!SM has a very diverse Outing Schedule, typically with at least two outings a week. We have as much diversity in the schedule as possible, e.g., easy, moderate, and hard hiking; interpretive destination hikes; horseback riding, bicycling, snowshoeing, skiing, overnight trips, etc. The Club has adopted two segments along Highway 550, which we clean up twice a year – a 1-mile stretch just north of Hermosa (between mile markers 32 and 33), and a 0.6-mile stretch just south of Rockwood (between mile markers 33 and 39). We sometimes do trail maintenance.

We are a diverse group with different ability levels, so many outings have options to accommodate varied preferences and distances. In addition, there are several specialized subgroups within Seniors Outdoors!SM. One large subgroup is the Seniors Outdoors Singles (SOS), which provides a calendar of social activities for single members of the club. Other subgroups vary and may include such activities as downhill skiing, horseback riding, biking, or photography. For a list of current subgroups see the list in this document and on the Club website.

Seniors Outdoors!SM has grown into a large and very active Club. As an organization, we strive to do all we can to educate our members to recognize the problems and hazards associated with outdoor/backcountry trips so they are prepared for adverse conditions or situations. This Member Information was prepared for that purpose and contains guidelines for participating in and leading Club outings so they go smoothly and safely. By using this information, you can do your part to ensure safe and enjoyable outings, for yourself and others. **Happy Trail**

CLUB COMMUNICATIONS

Website: The Club’s website address is: www.seniorsoutdoors.org. The site is full of information and is updated frequently. Some of the things you will find on the site include:

- **Outings Schedule** and **Seniors Outdoors Singles Schedule**

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- **Outings and Activities** section listing a variety of activity information
- **Membership Roster** is in a password-protected section. When your membership application is processed, the user password for entering the roster will be given to you. If you cannot find the instructions or they weren't given to you, contact the Membership Chair.
- **Photos** from Club outings
- **Classified Ads** where you can list, without charge, items that you would like to sell
- **Google Groups—SO Outdoors**, an online chat group for members
- **Helpful Links** to other relevant outdoors websites
- **Lost and Found** section where you can locate items left behind
- **Volunteer Opportunities** listing outdoors organizations looking for volunteers

Information that you might like posted on the website should be sent to the Webmaster.

E-mail list: The Club sends e-mail messages regarding outing changes, impromptu outings or special club announcements to members who have e-mail. We request that members honor the purpose of the club's e-list and not request posting of personal messages.

Outings Schedule: The Seniors Outdoors!SM Outings Committee produces a quarterly schedule of a diverse number of outings for SO! members. This schedule lists a description of the outing, the date and location of outing, the level of difficulty expected, the trip leader name and contact information. There is also a Seniors Outdoors Singles Schedule of activities. These schedules are provided on the website and are the primary sources of information regarding Club activities.

Meeting Announcements: To keep our meetings short, few announcements are made. A Co-President, or his/her designee, makes all announcements. If you have an announcement, present it ahead of time to a Co-President. Provide the message in writing and keep it limited in length.

Visitor Table: A visitor information table where visitors may pickup a membership application and club information and ask questions about the club is staffed at each meeting.

Information Table: An information table is available at each meeting for members to present or discuss items of interest to other members. Items presented may or may not relate directly to Club affairs. Be sure to put your name and phone number on the items in case members want to contact you to ask questions. Some examples of Information Table items are the following:

- Travel opportunities, local and foreign
- Current issues (local, environmental) for members to become involved in as individuals
- Volunteer opportunities
- Equipment information
- Services available
- Items for sale (actual items or "For Sale" posters/notices)

Seniors Outdoors!SM Board: The Board meets quarterly and Board Meetings are open to all members. If you have a concern or topic of interest, either bring it to the attention of a Board member or come to a Board Meeting. Also, the SO! website has a "Contact Us" section where you can give feedback to the Club.

Distribution Policy: The Board of Directors adopted a policy of only mailing communication materials (outing schedule, SOS schedules, etc) when a Club member does not have access to the Web or is unable to print documents from the Web. The exception to this is the annual membership renewal form that is mailed to each member.

HIKE DIFFICULTY RATINGS

All hikes organized by Seniors Outdoors!SM have a difficulty rating. Sometimes trips are designed with optional hikes to accommodate a range of hiking abilities. However, not all hikes will accommodate all hiking abilities. For example, a hike rated moderate (with no options) is for moderate hikers only who intend to do the whole trip. It is your responsibility to choose trips that are within your ability. Following is a description of the trip ratings used by Seniors Outdoors!SM.

Very Easy: Short hikes, often close to town, planned for those wanting a short (less than 2 miles round trip), relatively flat trip on a smooth, well-defined trail. Elevation gain is up to 250'.

Easy: Hikes may vary in length, but are usually less than 4 miles round trip. Easy hikes are on well-defined trails that are relatively smooth and gentle, although short stretches may be steep and rough. Elevation gain is up to 500'.

Moderate: Hikes are up to 8 miles round trip. Moderate hikes are generally on established trails that can be rocky and steep in places. Elevation gain is up to 2000'.

Hard: This category covers hikes that are longer than 8 miles and/or greater than 2000' of elevation gain. Hikes may be on poorly defined trails or include off-trail sections, be unusually rough or dangerous, or encounter unexpected obstacles. This category is for experienced hikers in good physical condition. Because of poorly defined trails or off-trail situations, it is important that hikers on hard hikes stay together for safety reasons, so those attending must be capable of keeping up with the group and going the whole distance.

Most Challenging: Hike may be especially long, have a large elevation gain, or is over difficult and/or exposed terrain.

Mountain Explorations: These hikes will generally be **hard** hikes, but at a moderate pace, and with a limited number of participants. There will be stops for breathing, photography, looking at flowers and scenery, eating, etc., but the group stays with the leader. Expect an exploratory hike with some or all off trail, and sometimes with exposure and scrambling. Hikes will usually be in the range of 1,000 to 3,000 feet vertical and 6 to 10 miles distance. Due to the exploratory nature of these hikes, when the outing is listed on the schedule only a general location will be given and without the customary details. The route for the day will be up to the trip leader. Return to vehicle times will be unpredictable.

The Primary rating for **all** hikes will assume the participant completes the **entire** hike. Some hikes may have an easier option than the main rating. If this is the case, then this option will be mentioned in the hike description. One example might be a hike on a good trail that is 10 miles and thus rated hard, but with an option to turn back early, so there would be an easy option. An example of this might be the Upper Hermosa Creek Trail. Another example is the Grizzly Peak Hike. The peak climb is rated Most Challenging, but if a participant just hikes to the meadow below the peak, then the rating is moderate. Thus, the rating for this hike would be "Most Challenging with a Moderate option".

Guidelines for Outing Participants

Before Outing:

Choose outings that are within your ability. Read the Hike Difficulty Ratings, the distance, and elevation gain. If you are not sure, contact the trip leader and discuss the specifics of the outing so you can make a safe judgment.

Note the meeting place for the outing. The meeting place for outings varies, so you need to pay close attention to the meeting place for each outing. Each outing's meeting place is listed on the Outings Schedule.

Inform the trip leader if you have special needs or requests. If you want to meet the group at a different location, or desire to do a modified version of the outing, contact the trip leader before the outing.

RSVP on time and show up on time. If you indicated that you will attend, but need to cancel, call the trip leader. ALL outings require an RSVP except Downhill Skiing and Wednesday Wanderers or unless noted otherwise.

Read guidebooks and maps regarding the outing. Be informed of where you are going.

Have a Colorado Outdoor Recreation Search and Rescue Card. Strongly advised! (See ["Colorado Outdoor Recreation Search and Rescue Card."](#))

Have any necessary permits

Pack your daypack with all the items you may need. Don't get caught unprepared! Bring adequate food and water, and be prepared for wet or cold weather. Take plastic grocery bags for trail trash and to put your wet/muddy boots into after the trip, so you don't get someone else's vehicle dirty. (See ["Packing List for Day Outings."](#))

Wear orange clothing during hunting season, or use one of the Club's orange vests.

Check to see if dogs are permitted. (See ["Guidelines for Taking Dogs on Outings."](#))

If you need to get back early, make plans for transportation.

Be ready for carpooling. If you will be a passenger, take along the correct amount of money for the carpool fee (specified in the Outing Schedule). As you may be a driver, make sure you have enough gas and room for passengers, and take along an extra vehicle key.

At Meeting Place:

Sign the Outing Attendance List.

Welcome guests and new members, and help inform them of procedures.

Alert the trip leader of any medical conditions that could create complications on the outing.

Pay attention when the trip leader is reviewing the travel route. Participate in the process of setting up carpool arrangements.

Carpooling:

Understand the route if driving and keep track of the vehicle behind you.

Pay the driver if a passenger.

At Trailhead:

Pay attention when the trip leader is making announcements. Make sure you understand the route and ask questions as necessary. Know who is carrying the radios, first-aid kit(s), and satellite or cell phone.

Choose the appropriate group to go with (hard, moderate or easy option; faster or slower pace).

During Outing:

Assist with two-way radios. The trip leader will distribute the Club's two-way radios to be taken on the trip. If you carry a radio, turn the power on. It should already be set on channel 4.1. Do a radio check. Use radios for necessary communications only. Carry it where you can access it quickly.

Help with trip coordination.

- Stay with your group and keep track of others in your group. This is especially important on trails that are not clearly marked.
- Never walk off on your own or head back to the trailhead without letting someone know where you are going.
- If you leave the trail for a potty break, leave your pack next to the trail, so the trail sweep doesn't pass you and leave you behind.
- If the group comes to a fork in the trail, wait for the person behind you and make sure that person takes the correct trail.
- If you are the designated sweep, stay in the sweep position. If you need to move up, assign another sweep and give him/her your radio and first-aid kit and inform the trip leader of the change.

Educate yourself on hypothermia, lightning, altitude, and avalanche and know what to do. (See "[General Safety Tips](#)" and the [Lightning Safety Guidelines from NOLS](#))

Take breaks as necessary to drink plenty of water and eat snacks to maintain your energy.

Control your dog. (See "[Guidelines for Taking Dogs on Outings.](#)")

Practice "Leave No Trace" outdoor ethics. Don't tarnish our reputation. (See "[Leave No Trace Principles for Day Hiking.](#)") Pickup trash along the trail.

After Outing:

Return equipment to the trip leader.

Help the trip leader with a head count to make sure everyone has returned safely.

Take the trip duffel at the end of the trip if you will be the next trip leader.

Respect the vehicle you are carpooling in. Do all you can to prevent getting the vehicle dirty by putting your wet/dirty items in plastic bags.

[Outing Attendance List Form \(pdf file\)](#)

(Sample)

SENIORS OUTDOORS!SM OUTING ATTENDANCE LIST

Outing: _____ Date: _____

<p style="text-align: center;">One name per line Please Print!</p>	<p style="text-align: center;">Do you have a signed waiver on file? Yes/No</p>	<p style="text-align: center;">Are you a current member? Yes/No</p>	<p style="text-align: center;">Would you be willing to lead this outing in the future? Yes/No</p>
1. Leader –			
2. Co-leader–			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			

“LEAVE NO TRACE” PRINCIPLES FOR DAY OUTINGS

1. **Plan ahead and prepare**
 - Know your route and destination.
 - Check area regulations, including group size limits in designated wilderness areas.
 - Tell someone where you are going.
 - Pack proper equipment, clothing, and enough food and water.
2. **Travel on durable surfaces**
 - Stay on existing trails and travel single file.
 - Avoid shortcutting switchbacks.
 - Travel on durable surfaces such as rock, gravel, sand, etc. in areas without trails.
 - On vegetated surfaces, if there is no trail, spread out so as not to create a trail.
3. **Properly dispose of refuse and bodily wastes**
 - Dispose of feces in a 4” to 6” deep cat hole, at least 200’ (about 70 paces) from campsites, trails, and water.
 - Pack out any toilet paper and used personal hygiene products in a plastic bag.
 - For women – Consider ways to avoid using toilet paper after urination, such as using mini pads or drip-drying.
 - Pack out any trash you create or see along the trail.
4. **Leave cultural and natural objects as found**
 - Do not take pottery shards, spear or arrow points, or petrified wood.
 - Do not disturb historical or archeological sites.
 - Do not pick wildflowers or other plants.
5. **Minimize use and impact of fires for picnics**
 - Use an established fire ring, fire pan or fire blanket.
 - Use dead and downed wood no larger than wrist size.
 - Burn wood to ash and make sure the fire is out.
 - Clean up and naturalize the site.
6. **Minimize impacts to wildlife**
 - Pack out leftover food scraps so wildlife do not become habituated to human food.
 - Avoid approaching wildlife when they are aware of your presence.
 - Keep pets under control so they don’t chase wildlife.
7. **Be considerate of other visitors**
 - Travel in small groups.
 - Keep noise to a minimum; don’t disturb other visitors.
 - Yield to other visitors on the trail.
 - When you encounter horses on the trail, step off the trail on the **downhill** side and talk softly so the horses recognize you are a person. We look strange to them with

packs, sticks, etc.

PACKING LIST FOR DAY OUTINGS

Following is a general list of items needed or desired for day outings. The actual items to be taken on each outing will depend on the type of outing, season of the year, and elevation. Don't get caught unprepared for wet or cold weather, or other unexpected conditions!

Day pack with pack cover	Watch
Personal identification	Personal first-aid kit, moleskin
Emergency contact information	Repair tape
Water, 2 quarts	Matches or butane lighter
Lunch and snacks	Candle or fire starter (Steel wool works great.)
Emergency food	Pocket knife
Hiking boots and socks	Flashlight or headlamp with extra batteries and
Hiking stick or trekking poles	Space blanket
Hat with visor	Wading shoes, if crossing streams
Rain gear	Maps
Vest, sweater, or jacket	Guide or reference books
Windbreaker	Camera
Warm hat or head band	Plastic bags
Gloves	<ul style="list-style-type: none">• For trash pick up• For wet and dirty clothing and boots• For used toilet paper• To "scoop" your dog's poop
Extra socks	Small trowel for digging cat holes for human waste
Sunglasses	Pad to sit on
Sunscreen	Medications
Lip balm with sunscreen	Cell phone
Insect repellent	2-way radio
Handkerchief or tissue	Water treatment tablets or filter
Toilet paper	Avalanche equipment
Money for car pooling	If biking - tool kit, spare tube and pump
Extra vehicle key	
Health Insurance card	
CORSAR card	
Compass	
Signal mirror	
Whistle	
Change of shoes and socks for after trip	

DISCOUNTS ON GEAR

SO! members receive a 10% discount on regularly priced merchandise at:

- Backcountry Experience
- Brown's Shoe Fit – on hiking products

Club Information

- Brown's Sport Shoe – on hiking and athletic products
- Gardenswartz
- Pine Needle - All Seniors Outdoors!SM members get a free membership in Pine Needle's frequent buyer program. Similar to REI, every regularly priced sale is eligible for a 10% rebate, given as a store credit at the beginning of the next year.
- Sue Berkhahn - Licensed Massage Therapist

GENERAL SAFETY TIPS

- Carry a pack with first-aid supplies, compass, food, water, warm clothing and rain gear. **Always carry these items**, even if you're just out for a half-day hike.
- Wear sturdy boots or shoes with soles that grip.
- Over-exposure to the sun is a concern in the Southwest, especially at high elevations. Don't forget sunscreen and sunglasses.
- Guard against hypothermia. Getting wet can dangerously lower your core body temperature. Dress in layers so you can add or shed clothing as temperatures change.
 See the [hypothermia](#) handout.
- Plan to reach your highest elevation and begin descent by noon to avoid the threat of lightning. Count on summer afternoon thunderstorms—including hail or snow.
 See "[Lightning Safety Guidelines from NOLS](#)"
- Beware of acute mountain sickness, marked by headache, lack of energy, insomnia, loss of appetite, nausea, vomiting, dizziness, shortness of breath, and fluid retention. If you have these symptoms, get to a lower altitude as soon as possible. Drink plenty of water.
 See "[Mountain Air](#)" handout.
- Even though high-country water looks crystal clear, it can contain giardia, a naturally occurring organism that can make you very sick. Carry drinking water or use a purification filter or chemical treatment.
- Never cross rivers or streams during high runoff. Don't camp along creeks because steep drainages can channel flash floods.
- Be aware of avalanche danger—when and where---by visiting:
 www.geosurvey.state.co.us/avalanche
- Don't take chances. Help is a long way off. If someone in your party gets in trouble, reach a phone as quickly as possible and call 911.

COLORADO OUTDOOR RECREATION **SEARCH AND RESCUE CARD**

The high cost associated with backcountry search and rescue operations cannot be overstated. It is with this in mind that members are **strongly advised** of the wisdom of purchasing a Colorado Outdoor Recreation Search and Rescue Card (CORSAR). Cost is \$3 per year or \$12 for 5 years. You can purchase a card at Club meetings. Holders of a current card will not be billed for the cost of a legitimate search and rescue effort on their behalf. Any related medical expenses are the individual's responsibility. Purchasing a card is a very simple way to be prepared. **Don't take a chance.** If you already have a Colorado Wildlife Habitat Stamp; Colorado fishing or hunting license; or a valid Colorado registration for a snowmobile, boat, or ATV, you do not need this card as you are already covered.

GUIDELINES FOR TAKING DOGS ON OUTINGS

Dogs are permitted on many of our outings; however, before bringing your dog on an outing, you need to first look at the outing description to see if it states "no dogs." If it doesn't, then you still **must** call the trip leader and give an RSVP for your dog. Dogs always need an RSVP. Reasons for dogs not being allowed on an outing include:

- Protecting desert country cryptobiotic soil crust
- Skiing on groomed cross-country ski trails
- Difficult trail conditions, i.e. drop-offs, unstable surfaces, etc.
- Hiking in National Parks, such as Canyonlands, where dogs aren't allowed on trails
- Doing one-way hikes with shuttles, where your dog would need to be transported in someone else's vehicle
- The emphasis of the outing is educational...or
- The outing leader simply prefers not to have dogs along on the outing.

Hiking with a dog can be a positive and rewarding experience, but it can also result in a less than satisfactory experience for other people. The difference is primarily due to the behavior of the specific dog.

Desirable Behavior:

Friendly
Quiet
Stays with owner
Obedient—obeys voice commands
Not protective or aggressive

Unacceptable Behavior:

Intimidating hikers
Barking excessively
Jumping up on other people
Begging food from people
Chasing wildlife or livestock
Bumping people
Shaking water or mud on people

Leaders: It is the leader's decision to allow dogs on an outing or not. By allowing dogs on an outing, the leader is agreeing to hold the dog owner accountable for the dog's behavior and to handle any problems that may arise. Outings must conform to what is printed on the schedule.

Trip Participants: If you see any dog behavior that is negatively affecting anyone's enjoyment of the outing, you may courteously bring it to the attention of the dog owner, or the trip leader, who should promptly take measures to correct the situation. The dog owner needs to know, and will hopefully welcome the information. If a dog is jumping up on you or begging, and the owner tries to correct it, please do not say "It's OK". Please reinforce the owner's positive actions. If you'd like to be friendly to a dog, do so with the owner's permission and only when the dog is behaving

well.

Dog Owners: If someone brings a dog on a trip, they are agreeing to follow the SO! rules and the trip leader's direction. *If they refuse to follow the rules, they run the risk of being asked to leave the group, and will not be allowed on future outings.* If a trip member points out negative dog behavior to the dog owner, the owner needs to respond promptly and courteously.

If dogs are allowed on the outing, all owners must:

1. RSVP that they are bringing a dog
2. Drive their own vehicle
3. Bring a leash and extra water for their dog
4. Keep the dog under control at all times
5. "Scoop the Poop" when it's on the trail or in the parking area. Remember to take along a plastic bag for this purpose.

If dogs are allowed off leash:

1. Dog must be under voice control and be kept within sight
2. Dog must be put on a leash if it starts to chase wildlife, creates unsafe conditions on the trail, or disturbs others while hiking or taking a break.
3. Dog must be tied up during lunch so it doesn't disturb others

If dogs are allowed on leash only:

1. Leash must be kept short enough so the dog will not trip other members ahead, beside, or behind you. If this is a problem, stay far enough behind or ahead of the group so the dog will not interfere with other hikers.
2. Do not let your dog run free, even if you think it is legal to do so. This is a leash-only hike.

If these guidelines are conscientiously observed, no further action or more rigid policy should be required.

GUIDELINES FOR TRIP LEADERS

Note to Trip Leaders: Proper planning and preparations are very important so outings go smoothly and safely. For smaller groups (<10), logistics are simpler and the group can often function as a unit. The challenge arises with larger groups and less distinct trails. Then your pre-trip preparation and logistics, and communications during the outing are critical for the trip to go smoothly and safely.

PLANNING OUTING

Complete an Outing Description Form, which can be obtained from the Outings Committee and return to Outings Committee when completed.

Decide if you want a trip limit. The decision would be based on your assessment of the particular trail, parking situation, "[Leave No Trace](#)" principles, and how many people you are willing to accommodate. If the outing goes into the Weminuche Wilderness, remember that group size limit is 15. Other designated wilderness areas also have limits

on group size.

Choose a Co-leader to help with designated responsibilities: sign-in, carpool, and equipment.

Research the outing. Scout it out and carefully plan the route and logistics.

BEFORE OUTING

Provide information on the outing so participants can decide if it's within their ability.

Take RSVP calls. Make a list and a "wait list" of who is going, and plan accordingly. Members are accepted first on outings with limits.

Review hike difficulty level with hikers. Tell hikers when they sign up and/or at the trailhead they should read the hike description and Hike Difficulty Rating to determine if the hike is within their capabilities as per the Acknowledgement of Personal Responsibility and Liability waiver. Answer any questions about the hike based on your knowledge of the hike/trail. This is especially applicable to non-members. An outings leader does have the authority to deny participation to any person whom they deem are not physically fit to do the outing.

Consider special arrangements: If it is not convenient for you to meet the group in town, arrange for someone to meet the group for you. If there is an option for the outing, coordinate with the person leading the option. Be sure that person knows the route.

Make vehicle arrangements if 4WD vehicles are needed and/or if a car shuttle is needed for a one-way hike.

Obtain trip duffel from the Trip Equipment Coordinator or the person who had it before you. Check to make sure all items are there, they are ready for use, and you are familiar with their use. (See "[Contents of Trip Duffel](#)" and "[Trip Equipment: Maintenance, Distribution, and Use](#).") Check Outing Schedule to determine who gets the trip duffel next.

Take orange vests during hunting season. If they aren't already in the duffel, obtain them from the Trip Equipment Coordinator.

Bring an extra vehicle key. Someone may return to the vehicles early and need shelter, or someone may need to leave a club radio in your vehicle.

Familiarize yourself with the use of the Satellite Phone. Read the instructions included with the phone, and make sure the county that you are hiking in is either listed in the speed dial list, or you know the number to call. Note that you **must** call the county search and rescue and **not** "911" with a satellite phone.

Check weather conditions. If conditions are marginal, obtain information.

- Local Weather– <http://www.noaa.gov/>

Club Information

- Colorado Highway Conditions—877-315-7623
- Avalanche Hotline—247-8187
- Road and Weather Conditions— <http://www.dot.state.co.us/>
- In Winter: Mountain weather and avalanche conditions: www.geosurvey.state.co.us/avalanche

Substitute rather than cancel the outing. When conditions are not favorable for the planned outing, Club policy is to substitute a different outing, rather than cancel. The outing could be moved to a lower elevation to avoid snow (for hiking) or moved to a higher elevation to obtain snow (for snowshoeing).

AT MEETING PLACE

Take attendance: Have all participants, including you, sign the Outing Attendance List. Make sure all members and visitors have signed an “Acknowledgment of Personal Responsibility and Liability” form.

Review carpool arrangements:

- What is the driving route and destination?
- Are 4WD vehicles needed?
- Who will drive?
- Does anyone need to leave the group early (drive his/her own vehicle)?
- If the outing has a shorter option, are there are enough vehicles for both options?
- Is a bathroom stop needed?
- Will stops be made along the way to pick up people or meet other vehicles?
- What are the road conditions, especially back roads?
- Do drivers know to keep track of and not lose the vehicle **behind** them?
- What does the carpool cost?

AT TRAILHEAD

Recheck attendance list: Make sure every participant signs the Outing Attendance List. Also, have any non-members sign the [“Acknowledgment of Personal Responsibility and Liability”](#) form.

Make a head count. Make sure the number matches the number of people on the list. Let others know the head count.

Make necessary announcements.

- Review options for the outing and divide people into appropriate groups, based on trip option or pace.
- If not previously done, assign a Co-leader and sweep(s)
- Inform others where hidden vehicle key is located.
- Review the route, preferably on a map, so all participants know where they are going.
- Review coordination guidelines. (See [“Guidelines for Outing Participants,”](#) “During the

Outing” section.)

Distribute trip equipment. Distribute four radios, satellite phone, and a first-aid kit, all of which should be taken on the trail. All are in the trip duffel. (See “[Trip Equipment: Maintenance, Distribution, and Use](#).”) Ensure participants understand how to operate radios **and** the satellite phone. Also check to see which participants have cell phones and if they have coverage.

Take special precautions during hunting season. Distribute orange vests.

Register the group if there is a trailhead registration box.

DURING OUTING

Check radios.

- Make sure radios and/or satellite phone are on and set to the appropriate channel.
- Do a radio check as you start down the trail.

Brief the group on trail junctions. If there are any forks in the trail, make sure that all participants know where to turn. It may be necessary to put up flagging. When flagging is used it must be removed.

Be alert for hazardous weather changes that might yield lightning, blowing snow, or hypothermia hazards.

Periodically do a headcount. Make sure you have not “lost” someone.

Take necessary steps in an emergency.

- First, try to use a cell phone to call 911.
- If no cell coverage, then use the satellite phone to call the Search and Rescue for the county that you are in. **It is important to know which county you are in**, so that the proper agency can be called. There is a list of speed dial numbers with the satellite phone.
- If you need the emergency contact number of a Club member, check the emergency contact roster that is included in the trip duffel.

AFTER OUTING

Recheck attendance list to make sure all participants have returned.

Make sure all trip equipment is returned to the trip duffel and the power has been turned off on all the radios.

Pass the trip duffel on to the Club’s Trip Equipment Coordinator or the next trip leader. Inform the Trip Equipment Coordinator if any items need to be restocked (such as first-aid items or attendance sheets), repaired, or replaced.

TRIP EQUIPMENT: MAINTENANCE, DISTRIBUTION, AND USE

Pre-trip Maintenance:

1. Radios need to be charged 10 hours or overnight after each use.
2. Check the status of the satellite phone battery.

Equipment Distribution During Outing:

1. **Hikes without option:** The leader carries one radio, satellite phone, and flagging (if needed). The sweep carries the second radio and first-aid kit. The two other radios can be distributed among the group or carried by the sweep so they can be given to participants who head back early.
2. **Hikes with option:** The two leaders carry radios and first-aid kits. The long option leader carries the satellite phone; sweeps carry the other radios.

Use of Trip Equipment:

1. Radios:
 - Make sure that radios are turned on and set to Channel 4.1, and that people know how to use them.
 - Do a radio check at the start of the outing.
 - Use radios only for **necessary** communications.
2. Satellite phone:
 - Use to call county search and rescue only. Do not call 911; you will get someone in Dallas or Chicago. With the Iridium satellite phone, you have at least a 90% chance of making a connection. With the Global star satellite phone, the odds are much poorer.
 - If you can't make contact with the cell phone or the satellite phone, hike out to the point where the vehicles are parked and try again.
3. At the end of the trip, make sure all equipment is turned off and is returned to the trip duffel.
4. Pass the duffel on to the next trip leader or the Trip Equipment Coordinator as appropriate.

CONTENTS OF TRIP DUFFELS

There are two trip duffel bags, and they should have identical contents, except for the type of satellite phone. The trip duffels should include the following items:

- Four 2-way radios
- Satellite phone (Iridium or Global Star)
- One first-aid kit, with a list of contents
- Flagging – Use only when absolutely necessary. When used it must be removed.
- Folders that include the following items:
 - Outing Attendance Lists
 - “Acknowledgment of Personal Responsibility and Liability” forms
 - Checklist for Trip Leaders

Club Information

Guidelines for Trip Leaders and for Trip Participants

Instruction booklets for radios and satellite phone

Membership forms

Emergency contact roster

Pencil/pen

- Battery chargers for 2-way radios and satellite phone

Seasonal items:

- Orange vests for use during hunting season
- Shovel for snow outings

CONTENTS OF ROADSIDE CLEANUP DUFFELS

- Orange trash bags (obtained from DOT) and twist ties
 - Supply of plastic grocery bags
 - Orange vests
 - Paper towels and/or wet wipes
 - Disposable gloves
 - Hand sanitizer
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