

**Energy & Environment Cabinet - Transportation Cabinet - Department of Agriculture  
Department of Fish & Wildlife - Tourism, Arts, & Heritage Cabinet  
- Board Member Position Responsibilities**

1. Regularly attends board meetings and important related meetings.
2. Is actively engaged in promoting trail recreation opportunities with in each Cabinet or departments authority and collectively within KRTA.  
Agency Representatives: gather, share, and provide departmental information in the promotion of trail recreation in Kentucky.

Responsibilities:

- Provides grant opportunities and info to KRTA for trail expansion or construction projects
- Participates in land use, lease, or other agreements
- Provides professional expertise for KRTA relative to Cabinet / department function
- Provides data bases of known trails within their jurisdiction, such as:
  - Agriculture: wine, bourbon, quilt trail...
  - EEC: Nature Preserves, state forest...
  - KYTC: Bike trails...
  - TAH: State Park Trails, Fish & Wildlife WMA's...
- Works to provide information and opportunity to accomplish KRTA's mission.
- Supports KRTA's vision and plan objectives
- Works to formulate standardization of trail design, trail safety, Leave No Trace Policies, and educational training policies for user groups across Kentucky.
- Builds inventory database of all trails your user group clubs and organizations use providing details as outlined in the inventory database.
- Works to promptly resolve issues that may arise within each cabinet's jurisdiction
- Works with local community groups, clubs, and governments offering KRTA assistance in grants, for KRTA review of project and letters of support.
- Works to continually improve communication between agencies and KRTA Board
- Participates on committees as requested by the Chair

**Between Meetings:**

- A. Compiles agency information on trails, GPS mapping and provides that to Executive Director of Adventure Tourism for the web site
- B. Continually evaluates training/educational needs, safety, user responsibility policies, and local policy effectiveness and makes recommendations
- C. Works to resolve issues before they reach KRTA and resolve issues brought forth by KRTA through reporting procedures or new business.
- D. Works on all above responsibilities
- E. Works on Committee assignments

**At Meeting, Report:**

- A. Informs Board of potential opportunities for expanding, creating, and / or change in status of existing trail use opportunity.
- B. Provides Board of updated list of trails within its jurisdiction.
- C. Informs Board of upcoming grant opportunities
- D. training / educational, safety, or other issues to address
- E. Opportunities to assist in grants (Requesting letters of support for projects....)
- F. Resolution in land use issues

3. Makes serious commitment to participate actively in committee work.

4. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
5. Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
6. Gets to know other committee members and builds a collegial working relationship that contributes to consensus.
7. Participates in fund raising for the organization.