

## Kachemak Nordic Ski Club

Annual Work Plan  
April 2014 - April 2015

### Easy Priorities

Action	Timeline	Associated Tasks	Responsibility	Task Deadline	Completed?
A small group of board and volunteers will develop a simple electronic survey to be sent to membership to determine usage, needs, satisfaction and aspirations.	May 2014	Survey sent to membership in May.	Nicky, Stacey	May 2014	Complete
		Results summarized and sent to Board	Jan	Sept 19, 2014	Complete
		Survey results discussed	Board	Oct 2014	Complete
A small group from the board will develop a one-sheet marketing document that could be used for potential funders.	Draft: Nov 2014 Final: Dec 2014	Send relevant proposal language to Stacey.	Kevin, Nicky and Richard	October 2014	Received from: Nicky, Kevin
		Draft language for Board approval	Stacey	Nov 2014	
		Incorporate text and images into a one-sheet	Olympia	Dec 2014	
A small group, or one, board member agrees to begin to develop a relationship with Rasmuson Foundation.	Jan 2015- <i>ongoing</i>	Talk with Foraker facilitator for tips about reaching out to Rasmuson	Jan	Oct 2014	Complete
		Contact Rasmuson and schedule a meeting once marketing document is finished	Jan	Nov 2014 (meet: Dec-Jan)	
		Invite Rasmuson contact to Wine and Cheese event	Jan	Jan 2015	
Board will better define what responsibilities to turn over to existing staff; then during the year evaluate how much more can and should be done by the lead staff, or if the board should consider hiring more capacity.	<i>ongoing</i>	Have staff attend monthly Board Meetings	Jan/Olympia	April/May 2015	
Develop and maintain an event form	Draft: Dec 2014	Provide details to Jan	Alan	Dec 2014	

to track attendance information useful for evaluating event success and for future proposal language.	Final: April 2015	Draft an event form for board review	Jan	Dec 2014	
		Complete event form following each event	All	<i>ongoing</i>	
		Compile annual event results in master spreadsheet	Olympia	<i>ongoing</i>	
Re-evaluate existing committees and how they are organized		Provide the Marathon Trail Committee document to Board as a potential template	Alan	Dec 2014	
		Review existing committees and consider their effectiveness	All BOD	Jan 2015	
Begin plan for interlocking trails, review old plans and with input from volunteers/members, develop big vision for how the trails could eventually expand and connect.	Ongoing	Invite MOU Committee to November meeting to review existing ski trail easement/agreement and improvement needs.	Dave/Molly are coordinating w/ Mike G to make a map	Feb 2015	
Steward Saturday – have someone work the trailhead, offering hot chocolate and collect info about users: are they members, where are they from, etc.	Board discussion item- proposed 9/22	Board discussion item	Board discussion item	Dec 2014	
Create a survey to send to participants of an event to build information about residency, membership, event evaluation	Board discussion item- proposed 9/22	Board discussion item	Board discussion item	Dec 2014	

Annual Work Plan April 2014 - April 2015 (continued)  
More Complex Priorities

- A. Review long term (five year) needs for capital funding
  - a. Determine the best option for:
    - i. Snowcat grooming options
      - 1. No snowcat grooming – snowmachine grooming only
      - 2. Contract with grooming business
      - 3. Snowcat ownership by KNSC
        - a. Hire staff for grooming/maintenance
        - b. Volunteer groomer/operator/maintenance
    - ii. Snow machine
      - 1. All grooming by snowmachine
      - 2. Some grooming by snowmachine other by snowcat
      - 3. Snowmachine fleet size diminished, machines used for trail prep/touch-up only
    - iii. Groomers
      - 1. Volunteer
      - 2. Hire
      - 3. Contract
      - 4. Some of each
    - iv. Facilities, office and parking
      - 1. Do we want to have an office?
      - 2. Where do we need trail parking and parking improvements?
      - 3. What facilities are still needed such as sheds, buildings and outhouses?
  - b. Begin to identify potential funders for each capital project.
  - c. Prioritize capital project requests.
  - d. Use one-page marketing materials to begin conversations with funders of capital projects.
- B. Develop comprehensive strategy to manage land access agreements
  - a. Review past records on access for established trails
  - b. Secure all formal MOU's for access
  - c. Identify which properties need such agreements
  - d. Possibly survey current land partners to better understand their concerns