

**Kachemak Nordic Ski Club Board Meeting  
January 8th 2014 6:30pm Homer Foundation Conference Room**

## **OPERATIONS MINUTES**

**Attendees:** Jan Spurkland, Mike Byerly, Andrew Peter, Stacey Buckelew, Carlin Rauch, Nicky Szarzi, Kevin Walker, Alan Parks. **Richard Burton excused absence.**

1. **Governance Agenda** – Jan added scheduling strategic plan with Foracker Group, trail condition forum proposal from Wayne Watson and events calendar review in section 10.1. Alan moved to approve agenda, second by Nicky, approved by all.

2. **Approval of BOD meeting minutes of December 4<sup>th</sup> 2013** - Carlin noted name misspelling, Nicky will fix typos and take out confidential information about hiring. Andrew moved to approve, second by Alan. All approved minutes with promised changes.

### **3. Treasurer's Report**

3.1 General questions regarding budget – We have \$39,000 in the bank with \$7,000 more expected. The actual expenditures in the budget (not the projected expenses) are about what we expected. Kachemak Nordic Racing Development (KNRD) revenues/expenses are twice what was expected and are \$2,600. A couple of meetings ago we increased the KNRD budget to \$2,000 but that wasn't reflected in the minutes or spreadsheet. Jan is conducting this program.

3.2 KNRD budget adjustment – Alan moved that income and expenses of KNRD balance for this budget; second by Mike. Discussion: Alan thinks any of our education type programs should have the opportunity to expand and spend their revenues how they see fit as long as it supports the program. Carlin – Jr. Nordic's fee is small so she hopes she can still ask for money if she has expenses. Alan agrees but clarifies that programs shouldn't be cash cows for the club. Mike agrees with Alan that fees earned by programs should be used by the programs. Andrew asked for clarification: we support groups that provide services carte blanche? Alan explains motion further: Since KNRD made twice what was budgeted and he wants them to be able to use that money and they

can come to us if income increases and ask for a greater budget allocation. Stacey would like to have the budgets explained further at a future point so she can make more informed decisions. Annual meeting brought in twice as much money because more people have been drawn to the club by programs and came to the annual meeting. Alan stated programs are bringing in more money and could become a source of funding for non-income producing activities. Nicky, Jan, Alan, Carlin supported the motion. Andrew, Mike, Stacey opposed. Kevin abstained. Motion carried 4-3.

#### **4. Membership and Website Report**

4.1 Online membership options – Mike moves that Richard pursue Dharma merchant services and sign up if it's the best option (Richard's written report recommended the board take this action.) Stacey second. All favor.

#### **5. Equipment Report**

5.1 General questions regarding equipment report - Mike added new ATV is not working and is at Lookout.

#### **6. Committee & Area Reports**

7.1 McNeil trail use – Question in written McNeil report from Derek Stonorov: What is the policy about walkers and snowshoers on club groomed trails? We say no walkers, snowshoers use snowshoe trails or walk along the edge. Alan recommends we say we'll get back to them after we have a strategic planning meeting. Our policy on bikes is: all uses ok before trails are groomed; after grooming, skis only. Andrew asked and Alan explained: Lookout, Sunset not dog friendly (this is in the informal dog policy). No designated bike trails. We will share equipment with bikers if they want to groom their own trails. Jan will communicate to McNeil the informal policy and then a more formal document after planning meeting.

7.2 General questions regarding area reports – Carlin asked if Enstar storage will remain at lower Baycrest. Is a 2-year arrangement according to Alan. Carlin asks if Jr. Nordic can be held at upper Baycrest next week (Jan. 18<sup>th</sup>)? Alan will notify landowners that Jr. Nordic is scheduled for DOT but backup will be Sunset loop. Lookout grant update by Kevin – put insulation on

ceiling. Water heater placement has been considered. No heat yet. Grant money is gone. Phase 1 can be closed as soon as he gets the donation amounts finalized then he will apply for another \$35,000 to finish the project. Board offered to help with closeout but Kevin thinks he has to do it because he knows who donated what. Carlin asked who keeps toilet paper supplied at Lookout and other areas? Mike will buy it and put it in outhouse at Lookout by this weekend. Besh cup shows up with their own. It will be a Lookout expense called "janitorial services" in budget.

## **7. Programs**

6.1 General questions regarding program reports - HWN budget was provided by Megan and she has requested \$6,400 rather than \$6,100 because she got 3 more members since her last request. Alan moved that HWN budget be increased to \$6,400. Mike seconded. Discussion: Alan wanted to be consistent with how he voted on KNRD request. Andrew asked why increase the budget to less than what Megan is going to spend? Megan won't charge the club for more than her program makes and she donates the difference. Mike remembered the start of Megan's program and that was the first of it's kind. Board went through a lot of angst: should programs be autonomous or provide a budget at the beginning of the season and if over budget come to the board for more money. Mike stated the current cash in/cash out proposed by Alan means more autonomous programs. Andrew sees both sides; he wants to Megan to be incentivized to grow program, as is our goal, but program directors can't just keep coming for money indefinitely. Jan explained, Richard built growth in this year's budget but KNRD exploded, same with HWN. Participation in these programs may stabilize at some point. Asking programs to turn in projected expenses at beginning the year may help. Stacey is looking forward to seeing where we go strategically. All favored Alan's motion.

## **8. Events**

8.1 Marathon - Organizer request for two shuttles: one for marathon and one for tour (3 buses). Alan supports request. Organizer asked if tshirts are a possibility? It's Sea to Ski's turn not Marathon, according to Mike. Richard

suggested Marathon because online registration will allow racers to order tshirt and size which is not an option for S to S. Mike said that S to S registration is going down and we always take a loss on t-shirts. He supports Marathon having shirts. He'd like to look into hat prices for S to S because one size fits all and suggests the Club maybe do both. Comment made that we loose money on shirts in general but benefit is businesses are offered to advertise on them. Organizer asked if after party can be at Elks since Alice's will be closed? Alan supports this. No vote needed and rest of the group was good with Alan's recommendations.

8.2 General questions regarding event reports - Friday Night Lights moved to Sunset starts Friday at 6p. Besh Cup is weekend after next and Jr. Nordic every weekend from now until end of Feb. Sunday at 2 is a duathlon at Lookout. KNSC is doing something every weekend until end of Feb!

**9. Old/Pending Business** none

**10. New Business** none

**11. Comments from the audience on any thing** none

**12. Comments from the BOD** Alan is appreciative of new members on the board. Good job to Jan for a quick and efficient meeting. Alan will go directly to Olympia with insurance forms per Jan. Stacey appreciates the new access to Sunset that was done by all volunteer labor; a lot by Alan and Pete. Suggestion there be an informational brochure at the Besh Cup about the KNSC and how much trail we maintain. Kevin is going to put something together explaining the club's contributions to skiing. Alan talked a little about the Marathon connector trail organization.

## **GOVERNANCE MINUTES**

**1. Approval of Agenda**

**2. KNSC Policy:** Program fees - see previous agenda and also we should address this at Strategic Plan meeting.

**3. Strategic Planning meeting** Alan wants to have it during the day and full amount of time because this is important and we've done a lot of background

work meeting with area people to get their input. Foraker will do pre-meeting with Jan and Alan. Jan will solicit topics from us beforehand to address at the meeting.

4. Trail forum part of webpage is not up. It just says – see Facebook. Wayne said he would administrate the web entries. Wayne would solicit trail reports and update as often as he could. Comment that Wayne won't get reports from people who post of Facebook and it might detract from Facebook postings. Jan asks if admin assistant who maintains Facebook page could post on web? Agreement among all board members to this solution.

5. Meeting end 8:33 pm.

**Next meeting February 5<sup>th</sup> 6:30 Keeper Building**