

KACHEMAK NORDIC SKI CLUB BOARD MINUTES

October 7, 2015

6:30 pm, Cook Inletkeeper Building

PRESENT: Richard Burton, Stacy Buckelew, Mike Byerly, Mike Gracz, Carlin Rauch, Jan Spurkland, Nicky Szarzi, and Kevin Walker

ABSENT: Andrew Peter

GUESTS: none

APPROVAL OF THE AGENDA

Richard moved to approve the agenda. Stacey seconded. No objections. The agenda was approved.

APPROVAL OF THE MINUTES FROM THE MEETING OF 5/13/2015

Jan moved to approve the minutes. Carlin seconded. No objections. The minutes were approved.

APPROVAL OF THE MINUTES FROM THE MEETING OF 9/2/2015

Mike G moved to approve the minutes. Richard seconded. There was a consensus that the wording of one of the motions was not correct. That was fixed and will be reflected in the official minutes. No further objections. The minutes were approved.

ADMIN REPORT

HIRING OF NEW ADMIN ASSISTANT

Richard, Jan, and Nicky put together a job description and it got put up on the website and passed around. There were 2 applicants. Rather than pay an hourly wage it was suggested that the contract be a monthly amount of \$600/month (oct – may).

Motion by Mike G: The BOD should fund the new contract at \$600/month from oct – may. Seconded by Richard. Stacey asked if the job description was complete. Richard said it was mostly, but it's still evolving. There was some general discussion of the old and new duties. There was interest by everyone to have good communication b/w the AA and the BOD. The motion Passed.

The two applicants were discussed and the BOD made a decision. Jan will contact the chosen applicant.

WEBSITE

Richard looked into farming the website out to a 3rd party. The way our memberships are structured is a stumbling block for the sites he looked at. The main issue lies with the family and

business memberships as opposed to having all single memberships. For this year, Richard resurrected last year's website and will use that. He asked for input on ways to improve it. Some things he is looking at include setting up a shopping cart so that more than one individual can sign up for multiple things at the same logon. Richard hopes that some of these website duties may be taken over by the new AA. In the future we may need to budget funds to run the website.

TREASURES REPORT

BUDGET REPORT

Richard went through the budget summary and pointed out some areas that we need to balance out before passing the 2015 budget. Much of the preliminary work had been worked out through email exchanges prior to the meeting.

DRAFT BUDGET

The BOD went through the FY16 budget that Richard sent out. Everyone was ok with the revenue numbers. The board spent time going through the expense side of the budget to get that balanced out.

Motion by Mike G. Reduce line item 4110 down to \$2000. Seconded by Richard. Passed.

The newsletter will be electronic so that is way it is only \$600. There will likely be more involvement this year to ensure the service is working.

Motion by Richard: The newsletter should go up to 1k. Seconded by Mike B. Passed.

Motion by Mike G: Raise office supplies to \$500 for extra postage for mailing out zipper pulls. Seconded by Richard. Passed.

Mike B would like to keep the option open for contract grooming at LO for the Besh Cup race this season. He talked with one of the Snowcat operators about transportation options of the equipment to LO. It looked like the option is there, so the costs were estimated for a RT to LO along with some grooming for the Besh Cup.

Motion by Nicky: Raise Besh cup by \$500 to 3k to include possible contract grooming

Mike G asked for clarification on the ATV purchase and other equipment. Richard requested that the BOD make a decision on what the RS grant should be spent on. The McNeil and Diamond R request will both be termed "Trail infrastructure and trail grooming and operational expenses". That would divide the money into 2 different line items for Richard to apply it to.

Mike B asked for clarification on the other equipment expenses and request that were made by the equipment committee. There was still 1.6k of net income to balance out.

Motion by Jan: The board should increase “other equipment expenses” by 1.6k. Seconded by Mike B. Passed.

Motion by Stacy: The BOD should pass the budget as amended. Seconded by Carlin. Passed.

MEMBERSHIP

UPCOMING EVENTS

2015/2016 EVENT CALENDAR

Jan sent out a draft calendar and asked the board to go through it, which they did with much enthusiasm. It was suggested to move the Annual Meeting to Sat. Nov 7. Jan will check with the Elks for availability. Will add middle school race(s) to the calendar. Changed Sea to Ski to Sat 3/26 to avoid Easter.

Motion by Stacey: Approve draft calendar as amended. Seconded by Richard. Passed.

BOARD DEVELOPMENT GRANT

Jan will set up a Doodle poll after the annual meeting to have Foraker come down to discuss the club committee structure.

ANNUAL MEETING

Jan thought the board should focus on a few key things during the annual meeting. The main thing would be to highlight what we have done and are doing with the membership survey. The greatest need identified was better trails. We should highlight facility and equipment purchases that will be used to improve trails. Jan suggested have someone put together a powerpoint to do this. Stacy volunteered. We need to round up auction items for the meeting. Nicky, Stacey, and Mike will help collect items.

STRATEGIC PLAN DOCUMENT

BOD ELECTIONS

Mike gave a summary of the board seat cycle and whose seat is up. The board will search for new board members.

LO RTP GRANT

Kevin gave a run down on what has been done and what needs to be done to close the grant out. Kevin thought it needed to be spent out by Nov 30.

NEW BUSINESS

SNOMADS LETTER OF SUPPORT

The Snomads is approaching the KPB to request an easement for the watermelon trail from the parking lot to Beaver Cr bottom. They are asking for a letter of support from KNSC to do this. They will be rerouting the trail to avoid some private property and making other improvements. *Motion by Kevin: The board should write a letter of support of the easement designation for the Watermelon Trail. Seconded by Richard. Jan will write the letter emphasizing multiple use. Passed.*

COMMENTS FROM THE AUDIENCE

None

COMMENTS FROM THE BOD

Stacy mentioned that the bike club wanted to come to the next BOD meeting. One of the bike club members wants to groom at LO.

Mike G who is on the marathon trial committee, got an MOU from Snomads to KNSC to work together on the connector trial. Mike will forward it to the BOD. The board will discuss it after everyone has read it.

Jan mentioned that there will be a Holly Brooks camp this weekend.

MEETING END

The meeting was adjourned at 8:30 pm.

Next regular meeting will be 11/4/2015 at the Kachemak Bay Conservation Building

DOCUMENTS SUBMITTED

Budget balance sheet

Budget vs actual

Draft budget

Mike Byerly

Secretary