

KACHEMAK NORDIC SKI CLUB BOARD MINUTES

September 2, 2015

6:30 pm, Cook Inletkeeper Building

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

ABSENT: Stacy Buckelew

GUESTS: none

APPROVAL OF THE AGENDA

Mike G moved to approve the agenda. Kevin seconded. No objections. The agenda was approved.

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

The minuets were not available so were not approved.

ADMIN REPORT

CREATION OF ADMIN ASSISTANT TASK FORCE

Tasks to be completed by Oct. board meeting include updating job description and contract, advertising, interviewing and recommending for hire to BOD. Olympia will not be the admin assistant this season do to other conflicts. Jan asked for 2 other board members to help finding a new AA. Richard and Nicky volunteered and together with Jan will recruit.

WEBSITE

Richard took the registration site offline since he's been out of town much of the summer. Richard talked about contracting the registration and membership site out. One reason for this is to get around much of the cc payment requirements. Richard is also concerned that in his absence, there may not be anyone on the board that could take it over. Richard investigated some of the third party sites. He mentioned a few companies that may be a good fit for the club. The cheapest site could be ~ \$70/mon. That doesn't include the transaction fees. There is a 500 registrants account cap and if we went over that it would cost more. Richard has a lot of hands on involvement with the way things are currently done. Going to a third party site would make the whole process more sustainable.

Motion by Nicky: Richard shall trial a website to handle registrations and membership. Kevin seconded. No discussion. Passed.

TREASURES REPORT

BUDGET REPORT

The club is in good shape currently. We will be closing out the Rasmussen and LO grants this year.

BUDGET PROCESS

Jan suggested that a small group get together to work on the budget so that we won't have so much work to do in the next meeting. It sounds like there will be some RS money available this year. The meeting will be in Oct.

Motion by Kevin: Creation of Budget Task Force. Seconded by ? No discussion. Passed.

Will the task force will present a balanced budget at the Oct. board meeting for approval. Jan, mike B, Kevin, Nicky, Richard, mike g, and Andrew will help out.

MEMBERSHIP

2015/15 MEMBERSHIP FORM

There was discussion about weather some adjustment should be made to the program and membership registrations. These will go online soon, so the BOD needs to decide if some changes need to be made. Jr Nordic registrations will stay the same.

Motion by Richard: Amend the 2015/16 membership form to increase the registration to KNRD and HWN to \$125. The extra \$25 will go toward KNSC operating expense. Mike seconded. Passed.

This will work fine for KNRD. HWN will likely have two sessions this season. Mike G suggested that HWN decide how they want to charge for the two sessions but the club will take 25% of whatever for operating expenses.

Jan asked if the board suggested making any other changes to the membership form.

Motion by Mike: Increase the basic membership from \$25 to \$30. Seconded by Mike G. Passed.

There was discussion about the "Please Contact Me To Help With:" section on the form. It has had mixed results in the past. Consensus was to leave it in.

Motion by Nicky to approve the membership/registration as amended. Seconded by Richard. Passed.

UPCOMING EVENTS

2015/2016 EVENT CALENDAR

Jan mentioned that no other clubs has an events calendar up now. Additionally, the Tour of ANC dates haven't come out yet and that those dates drive all events downstream. So we don't necessarily have to approve a calendar today. The board will finish the calendar next meeting.

BOARD DEVELOPMENT

Board Development Grant – Jan talked about having Foraker come down for a session on structuring committees. Kevin was successful in getting a grant to pay for this. The timing of the workshop was discussed and it was decided to have it after the annual meeting.

SUMMER CAPTIAL IMPROVEMENTS

MCNEIL BUILDING

Nicky gave an update. The foundation is done. Derek is working on the siding and fuel storage area. They mainly need to write a report to wrap up the grant.

LOOKOUT BUILDING

Kevin gave an update. We still have 11k to spend. Kevin ran down a list of things that need to be done. He was going to check to see when exactly the grant needed to closed. It may be fall of next year.

STRATEGIC PLAN DOCUMENT

Foraker meeting – in the process
Trail stewards – will check on sign progress
Zipper pulls – Mike is taking care of

COMMENTS FROM THE AUDIENCE

None

COMMENTS FROM THE BOD

none

MEETING END

The meeting was adjourned at 9:00 pm.
Next regular meeting will be 10/7/2015 at the Kachemak Bay Conservation Building

DOCUMENTS SUBMITTED

Budget balance sheet
Budget vs actual
BOD letter from Megan
Admin info

Mike Byerly
Secretary