

## **KACHEMAK NORDIC SKI CLUB BOARD MINUTES**

**April 1, 2009**

**6:30pm, Kachemak Conservation Council Office**

**PRESENT:** Richard Burton, Alan Parks, Lisa Wood, Tara Schmidt, Jan Spurkland, Allan Phelps (Absent: Steve Rykaczewski, Dave Brann)  
Molly Brann attended by phone conference call.

**GUESTS:** Megan Corazza

### **APPROVAL OF AGENDA:**

Richard moved that the agenda be approved. Jan seconded. Motion passed unanimously.

### **APPROVAL OF MINUTES FROM THE MEETING OF 03/04:**

Molly pointed out that the minutes claimed 6000 hours on one 2 stroke machine and 5000 hours on another when it should have been miles. Richard was probably thinking about his boat when he wrote the minutes. He agreed to correct the error.

Tara moved for approval of minutes from the 03/04 Board meeting as amended. Jan seconded. Motion approved unanimously.

### **BUDGET REPORT:**

Tara gave the financial report. She presented an updated balance sheet and a profit/loss detail report.

There was a brief discussion about the need for having detailed receipts for event expenses. This was prompted by the lack of detail from the marathon dinner, but it is a common problem and we need to make sure organizers know they need to keep receipts. It could be important in the event of an audit. Allan suggested we should have a receipt book so everyone does it the same way.

Kathy (our bookkeeper) charged the club \$265 this month. Tara feels this is more than should normally be expected and was probably at least partially due to there being 4 months of unreconciled bank statements to deal with. In the future it should probably average about \$100 per month.

We have an extension until May 15 to file our taxes. We need to file a form 990 for nonprofits. Before he left, Toby arranged for Carrie Baylink to do this.

Tara indicated she had seen a charge from a debit card and wondered what that was. Allan said it was from a charge for signs made on a debit card that has since been canceled. The card was originally obtained to help with paying for expenses from the Besh Cup, but Allan suggested that it is very helpful to have a card, especially when it is

necessary to do online purchases. He suggested getting a card for the treasurer to use. Tara indicated that bookkeepers generally prefer having a credit card instead of a debit card and that she would look into that.

The ATI grant account has a remaining balance of about \$200. Tara would like to close it out and move the money to the general fund. Allan suggested keeping it open in case we get another grant, but Tara indicated we do pay a fee for that account and that it would probably be easier to manage grants from a single account using quickbooks. This is especially true in the case where there is a requirement for a match. The discussion led to the following motion by Allan, seconded by Jan:

**Motion: KNSC should transfer the remaining funds from the ATI grant account to the general fund and close the ATI account.**

The motion passed unanimously.

Tara indicated we have had some donations as a result of the mailing sent to members that requested funds for hiring a grant writer to pursue grants for improved parking. \$455 has come in with an additional \$200 contribution for Roger's Loop that came in before the mailing. This contribution will also go into the trailhead parking fund. Apparently the mailing also reminded a few people that they had forgotten to renew their memberships, because we have also received some additional memberships as a result.

Molly wondered whether we have received the borough revenue sharing money yet. Tara indicated we have not. Alan will call the borough to get an update.

### **EQUIPMENT REPORT:**

Molly gave the equipment report. Bill Hague took the 4 stroke machine from Lookout that was having an electrical problem to "River and Sea" in Soldotna. It turned out to not be a serious problem and they fixed it under warranty. There was also a problem with the fan belt on one of the 2 stroke machines. Bill fixed this. Both machines are back in service now.

Alan inquired about the status of the project to build a new blue drag. Molly said we need to provide funding before continuing.

### **EVENTS:**

#### **1. Marathon:**

Richard gave a report and submitted a revenue/expense summary for the recently completed marathon. The race had good turnout this year with 101 skiers racing in great weather. Revenue after expenses from the event was about \$3300.

Alan wondered how the bus worked out. It turned out to be quite popular with almost 50 people taking the bus. Allan suggested that next year it might be worth

having the bus remain at the start until closer to race time so people could stay warm. This would add to the cost, since we paid by the hour, but may be worth looking into.

## **2. Sea to Ski:**

Well...the volcano blew sending an ash cloud to Homer 3 days before the Sea to Ski event. This forced it to be canceled and caused many Homer skiers to sing along with Jimmy Buffet: "I don't know where I'm a gonna go when the volcano blow". As a result, there was no final report on the Sea to Ski.

## **3. Other Events:**

Megan reported on the women's masters group this year. 13 members of the group competed in the women's masters races in Anchorage this year. The goal next year will be to send a group to the masters world cup in Sweden. This led to a suggestion by several male members that they be allowed to join. She seemed cool to the idea. Megan indicated that she intends to limit the number of people next year to 30. It is difficult for a single person to coach more than that effectively. She also indicated that she intends to have the money for the group go directly to the club next year instead of going through her.

## **COMMITTEE AND AREA REPORTS:**

### **Bylaws Committee Report:**

Jan gave a report on a meeting of the bylaws committee that was held immediately prior to this board meeting. Attending were Alan, Jan, and Richard. Current bylaws call for a review every odd year. Several possible changes were discussed. These included changes to the number and the method of election of board members, adding an article describing committee structure in more detail and possibly adding standing committees, and adding a class of honorary memberships. There is also a need to clean up the language in several sections.

Allan suggested that we should add an ethics and conflict of interest clause. Richard pointed out that there is a sample of such a clause in the bylaws template from the Rasmuson Foundation.

Jan noted that any changes must be approved by the membership at the annual meeting. It was suggested that we create a draft document to be distributed prior to the May board meeting which would be considered at this meeting. We will need another meeting of the committee to draft the changes. Jan suggested it would be good to have as many board members as possible in attendance. He will set up a time for this and notify the board.

## **FUNDRAISING AND GRANTS:**

### **Special Board Meeting to discuss funding and prioritize projects:**

At the last regular board meeting, it was decided that we would hold a separate work session to prioritize projects and attempt to match funding sources. Alan recently

suggested that, instead, we have a regular board meeting on April 8 with this as the only agenda item. However, Tara cannot meet on April 8, so at this meeting it was decided to postpone the special meeting until Monday, April 13 when everyone can attend.

Alan talked with Joy Steward of the Homer Foundation about giving a short presentation concerning fundraising at the meeting. It was decided not to proceed with that for this meeting.

There was a discussion about what will be attempted at this meeting. The goal is to move on projects and funding in a systematic way. Allan indicated he thinks we should prioritize all projects on our wish list and target funding and effort on projects in order of priority. Richard said he thinks we may need to match funding sources to projects and that priority of need may not be the only thing to look at. Alan suggested we try to make a list of priorities along with a list of grants and other funding options and try to match priority projects to appropriate funding. Allan pointed out we probably need someone who has experience with researching grants and who knows what the possibilities are. Tara suggested that the "Alaska Funding Exchange" organization might be a possibility. It helps nonprofit organizations match grant possibilities to requirements. Tara indicated she will investigate to see if this is a possibility and what the cost would be. It may require a membership that would cost about \$400.

Richard suggested that, in order to have a more focused meeting, we should attempt to make a list of projects that we want to prioritize prior to the meeting. He will make up a draft list based on the short term goals established by the recently updated area strategic plans and email this list to the board for comment and modification before the meeting.

It was generally agreed that we need to move quickly on all of this so we can get started with finding funding for our priority projects.

#### **OLD/PENDING BUSINESS:**

No old business this time.

#### **NEW BUSINESS:**

##### **Recent snowmachine/skier conflicts:**

Megan gave a report about recent conflict between skiers and snowmachine users. Since she knows many of the people involved with both sports, she has attempted to mediate the potential conflict. This year there have been some cases of snowmachine users riding on the ski trails at Lookout and on the Marathon trail. There have also been some cases of skiers throwing ski poles at snowmachines when the machines are actually on legal easements. She suggests that both communities need to be respectful of each other's rights. In some cases, there is confusion among snowmachiners about the extent of the ski areas, especially since there has been expansion of the ski areas recently both at Lookout and on the Marathon connector trail. There also seems to be confusion among skiers about historic snowmachine trails that cross some ski trails. The Snomads

recently wrote a letter to the paper calling for tolerance and education. Megan suggested that the ski club should make a similar effort. She presented a document to the board outlining the elements she feels should be addressed in a community letter either this spring or before the season begins next year. Jan recently sent a draft letter to the board for consideration. He sent a copy of this to the local papers in his name. Jan also suggested that we should open a discussion with the Snomads for next year to attempt to present a unified position on this issue, get it published, and attempt to educate the user communities.

It was suggested that we do a mailing to the membership and that this issue be included in the annual meeting agenda for next year. There is also a need for improved signs to clearly designate trail uses. Megan will head up meetings with the Lookout committee and the Snomads to figure out how to approach the problem. Alan agreed to work with Megan on this.

### **Insurance and KPB:**

Molly reported on a recent problem with insurance. When Dave requested permission from the borough for trail improvements in the McNeil area, he was told we need to have insurance to cover the trail work. Alan contacted our insurance company and they indicated we should be covered for this. They will update our policy and send something to the borough. However, this led to a more general discussion of the club's insurance. It is not clear exactly what would be covered when volunteers are donating both labor and equipment to help with projects. Alan suggested we concentrate on the issue with McNeil for now and deal with future issues as they come up. Allan indicated he thinks that, whatever the insurance cost, it is worth it to take advantage of volunteer help. There was general agreement that we should be willing to get whatever insurance is needed to allow work to be done by our volunteers. Molly suggested we should contact Milli Martin to make sure the borough knows how much the club is doing through volunteers.

Meeting was adjourned about 8:30 pm.

Next meeting: April 13, 2009 at the Kachemak Conservation Council office.

Documents submitted:

KNSC Profit & Loss Detail report

KNSC Balance Sheet as of April 1, 2009

KNSC marathon summary report

Letter to board from Megan outlining elements concerning snowmachine/skier conflicts

Richard Burton  
Secretary

