

KNSC Board Meeting Minutes  
December 7th 2016 6:30-8:40 PM  
Cook Inlet Keeper Building

*Attendees:* Mike Gracz, Jan Spurkland, Glenn Seaman, Jasmine Maurer, Jason Neely, Annie Ridgely (Administrative Assistant), Stacey Buckelew (via Google Hangouts), Derek Bynagle, Caleb Rauch (student intern), Richard Burton, and Christine Anderson  
*Guests:* AK State Park Ranger Brad Grarasky, Mike Byerly and John Miles

**ACTION ITEMS for January 2017:**

1. Follow up on AK State Parks Yurt proposal – JS
  2. Emergency preparedness & contact number postings on trail signs
    - a. Emergency equipment grant request from Homer Foundation – MG
    - b. Preparedness message to members - AR
  3. Groomer needs and clinic dates - MG
  4. Zipper pull mailings and sponsorship hat pickup notifications – AR
  5. Webcam follow up – AR and MG
  6. Update membership signs at trailheads to 2017 – AR
  7. Add BOD to edit trail conditions – AR and CR
  8. GPS trackers set up on website by end of December – RB
  9. Follow up on aging KNSC accounting support (computer and software) – RB
  10. Post upcoming events on FB and club website – AR and RB
  11. Prepare HF grant request for grooming equipment – RB
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1. Welcome New Board Members JM, JN and CA.
  2. Approval of Agenda: Motion to approve by GS. Second by MG. No discussion. Approved - unanimous.
  3. Election of Officers- Nominated Pres. Mike Gracz, VP Stacey B, Sec Christine Anderson. Approved - unanimous. 9-0
  4. Approval of BOD meeting minutes: Meeting Minutes of Nov 2, 2016 Motion to approve RB, second JS. No discussion. Approved – unanimous.
  5. State Parks Ranger: Brad Grarasky from AK State Parks presents proposal to the KNSC BOD. Proposal for a yurt from across the Bay be relocated at Eveline Trail system for year-round access and use. Move and erect at Eveline to rent from KNSC. KNSC would manage bookings and funds. Expenses to set up and annually maintain the yurt would be reimbursed from the yurt rental fund to the Club. Over time, the excess funds to be tracked by the Club with goal to build fund to a sufficient level to support development of a public use cabin across the Bay. BG explained that monies need to be tracked to support State Public Use Cabin idea. If managed by State of AK funds are likely to be mixed with the general fund and not be available. Yurt up for approval is 16-foot size.

Requires new tent platform and wood stove pipe. Discussion: Required regular upkeep. Consider volunteers for weekly cleaning. Current rentals: \$80-110/night for yurts; \$85 for public use cabins. Consider yurt reservations be managed by link to KNSC. Question came up re: sales tax issue and tracking. Concern that this would be a complex process. Online reservations would need to be set up. Details for summer maintenance need to be discussed. Board commented this is a good proposal to consider. JS offered to come back with more info next mtg. JM: Why Eveline? BG – nothing over on this side of the bay so far. Eveline looks like best option at this point because of the current infrastructure (parking, outhouse). Public interest has been noted in this site via public needs comments and written requests from trail register). Discussion and concerns voiced: Consider working with Nomad shelter for a slight fee for? Concern for potential conflict of interest. Subcontract through ski club? Security via lock with code is an option. Basic and essential safety items would be required. Brad offered to provide this list of items from AK State Parks. Perhaps summer State Parks staff MAY be able to help support summer maintenance. SB- annual operating costs? Brad will also supply draft agreements to work with. KNSC already has care agreement to Park; this is an add-on within same scope. Brad can share current agreements to help support a draft plan. Contact Brad right away, as he will be out on leave next week. TIMELINE: Spring 2017 start. Contact for further consideration → email: [brad.garasky@alaska.gov](mailto:brad.garasky@alaska.gov) 226-4689 (work)

6. Comments from Audience: Members and Groomers → Mike Byerly and John Miles
  - 6.1. Rescue in Lookout hayfields last week. Female down and transport to car. Requests signage to support emergency contact due to these incidents. Carrier/stretchers/backboard/lift for injury transport. Ski club app? Recommend sled available permanently. ?? Liability as unstrained helper? MG will consider writing a grant from HF for emergency sled. Emergency call signage with local phone numbers. JS Concern for lost people on trails. This could also support this. JM: put numbers on trail signage. SB: Members carry phones. AR will send message to members for safety measures/carry phone.
  - 6.2. Dogs: JM requests BOD consider center hayfield and west hayfield...dogs only there. Dog scooper and signage for these areas. Recurring issue. May improve membership use of Lookout trails. MB commented that local dogs are already there.
  - 6.3. Equipment: JM talking with Bob Glenn (to cover Dave Brann retirement). Groom and maintenance clinic held for Lookout groomers regularly, as needed. MG requests list of needs for each area groomers. Also, dates of groomer clinics for attendance. JM will supply to MG.
7. Admin Report – Annie Ridgely reported on a number of club items.
  - 7.1. 2017 Ski Season Membership totals: 332 members registered
    - 7.1.1. Returning members (having not been a member for one or more season) - 20
    - 7.1.2. New members -41

- 7.1.3. Family – 99
- 7.1.4. Individual - 52
  - 7.1.4.1. \$13,710 (last year \$8,895)
- 7.1.5. Business - 14 - \$2,400
- 7.2. Membership Zipper Pulls – Discussion re: mailing zipper pulls. Consensus reached to mail out. Annie will send out a letter of membership level benefits including notification to pick up KNSC Sponsor hat at Homer Saw & Cycle. (8 hrs. work)
- 7.3. Total Funds generated with ski club and Program Memberships up to date
  - 7.3.1. HWN - \$4,760 Sign up deadline was Dec. 1. Total of 34 female members
  - 7.3.2. Jr. Nordic - \$1625 + rentals. Jr. Nordic - incredible turn out at ski swap! Total of 65 kids are registered.
  - 7.3.3. Annual meeting Auction success. See Budget report (below) for details.
- 7.4. Synopsis of Admin Assist time in November (compared to October (1/2 month) = 19hrs)
  - 7.4.1. Marketing – 4
  - 7.4.2. Meetings – 6
  - 7.4.3. Mailing - 1.5
  - 7.4.4. Membership/clerical/data entry - 8.5
  - 7.4.5. Communication - 2

Total = 22 hours
- 7.5. Communications:
  - 7.5.1. Advertised for Newsletter writer - Facebook (FB) and email – no response as of yet
  - 7.5.2. Nordic Skiing Association of Anchorage has our current membership list for December mailings and also wanting to market tangibly in locations in Homer - recommended coffee shops, Homer Saw, etc.
  - 7.5.3. Sent out handwritten thank you's to auction donors
  - 7.5.4. Sent out handwritten thank you's to honorable mentions/above and beyond amounts to ski club x10 (and more to come).
  - 7.5.5. Sent out email thank you's to members
  - 7.5.6. Facebook post - boosted and paid for advertising
- 7.6. Web trail cams: 4,039 views for trail cams
  - 7.6.1. We have trail cams linked in website
  - 7.6.2. Sent email with links to trail cams
  - 7.6.3. Lots of GREAT feedback from members - way to go Mike and Board!

- 7.6.4. Discussed advertising or business acknowledgement on trail cam site. Could have business name or logo near or on page of the trail cam photo stream. RB cautioned about restricted fund use if specific to web cams. MG will word smith something to promote KNSC and logo on web cam. Annie could provide Webcam view stats to MG to give business info about site and sponsorship.
- 7.7. Sent FB update on Sunset parking and conditions to FB 12/6/16. Would like the okay when parking is all squared away to send out an email to current members with directions on how we should park and all of that.
- 7.8. People looking for ski gear. Discussed not using Club FB page as a Homer Buy-Sell-Trade site.
- 7.9. Consolidated Google Docs info into two folders. KNSC Board members and KNSC President and Admin Assistant. Caleb will go over, but it should allow everyone access to all documents and information in Google docs without having to request access or have it shared with you. Things left out - membership info/members data and info, website original documents, etc.
  - 7.9.1. Google Docs tutorial for BOD by Caleb
- 7.10. Membership signs have old info. Need to revise. AR will go to Print Works and update signs. (2017)
- 7.11. Also, considering trail map and business sponsors along border of map. Maps available at sponsors such as Homer S&C and Ulmers.
- 7.12. Waiting to send insurance mailings/agreements to land owners to update for this season.
- 8. Website Report - Richard Burton
  - 8.1. No changes made in Dec.
  - 8.2. GPS Trackers: Have arrived. Will be put in use by end of December. Reports grooming in real time and holds for about a week. Link to website (host) GPS tracker website.
- 9. Trail Report: GS has worked to keep this up-to-date but will not be available in mid to late December to continue, until further notice. Trail condition page on website now. Different now than last year. WEB page: Add BOD as editors to improve trail conditions reporting. Annie and Caleb will set that up.

10. Treasure's Report (Richard) 2017 Budget Report: refers to reports sent via email prior to BOD meeting. Comments: Balance looks high. This is normal because money has come in and not spent yet. Memberships way above previous year. Corp and business already above budget. Annual meeting auction income \$3700. Aging computer and accounting software. RB will come back with recommendation.

#### 11. Events

11.1. Ski your Age: handled by HS team. KNSC is helper with communications FB and website. Put on EVENTS website by RB/ FB by Annie.

11.2. Wine and cheese: K & J Walker away and could use help. John Miles offered assistance if held on Lookout Trails. The Walkers are looking to groom someone for next year as Wine & Cheese lead. AR will give list of volunteers to KW & JW.

11.3. Sea to Ski: MB – Running Club is considering doing this event? In discussion mode at this time. SB and MB will do S2S work if someone chairs/leads.

#### 12. Program Report:

12.1. Homer Women's Nordic (Stacey Buckelew) Group meeting since mid-Oct. 4 weeks of skiing → 4 days/wk. Program runs thru mid-March. 35 members (25% new members) supported by 4 coaches Alison OHara, AR, SB and JM. Considering program logo, apparel and name change for next year. HWN will maintain thru season based on active membership, currently under KNSC. The anticipated changes might take place with budget and resolution changes, as appropriate. Changes for approval at Oct 2017 meeting/budget. No action required at this time.

12.2. Jr. Nordic: *Connections* (home-school program) is requesting KNSC consider submitting approval for Jr Nordic inclusion as vendor for student PE activity. Application process discussed. DH work with Carlin Rauch as Jr Nordic Lead. RB as back up.

#### 13. New Business

13.1. Constitution & Bylaws MG consideration to review the BLs and constitution. Please post in Google Drive and then plan to post at "about" on KNSC website

13.2. Bob Glenn volunteers as new Equipment Committee needs & chair update (Gracz and Seaman) MG had intro from Dave Brann and grooming practice. Itemized price list and request grant to HF (RB volunteers to prepare grant)

13.3. Homer Foundation Grant for Holly Brooks coaching clinic. Consider specific to HWN sponsorship for HF. Investigating. Receptive to idea of clinic in Homer. Need additional financial support. Concern for request for 2 grant requests from HF. Other funding options? Consider student/competitive session. \$50/or more for admission.

13.4. Newsletter coordinator position open:

13.4.1. 7 submissions/year Mary Lou Burton has been so great!

13.4.2. Discussion. Each board member to write one/month? Article and photo due mid-month for submission. MG will do Dec. for Jan. edition. See google drive folder for themes.

14. Comments from the audience on anything – none at meeting's end

15. Comments from the BOD

15.1. Skier with dog on Lookout trails. Remind skier dogs not allowed and no exceptions.

15.2. JS - Kudos to Lookout groomers for December work. Big thanks! Thank you for new board members. Love the web cams!

15.3. Derek – recognition to groomers

15.4. Jason - Happy to be here.

15.5. SB - Missing Ken Jones – honoring with trail or trail juncture “Jones’ Junction” TBD

15.6. SB – Welcome to BOD new and thank you to Jan as past President. Request: Action items to top of minutes

Next Meeting: Jan. 4th, 2016 6:30pm Cook Inlet Keeper Building

Prepared and submitted by Christine Anderson, KNSC Secretary. 12/17/16