

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

**January 6, 2009**

**6:30pm Anahata Center**

**PRESENT:** Richard Burton, Molly Brann, Dave Brann, Alan Parks, Lisa Wood, Toby Wheeler, Jan Spurkland (Absent: Allan Phelps, Steve Rykaczewski)

**GUESTS:** Yvonne Prucha, Stephanie Haynes, Sue Strutz

### **APPROVAL OF AGENDA:**

Agenda was amended to include consideration of minutes from the annual meeting and introduction of a groomers list from Molly. Agenda was approved as amended.

### **APPROVAL OF MINUTES FROM THE ANNUAL MEETING AND THE MEETING OF 12/02:**

Molly moved for approval of the minutes of the annual meeting. Jan seconded. Motion approved unanimously.

Richard moved for approval of minutes from the 12/02 Board meeting. Dave seconded. Motion approved unanimously.

### **BUDGET REPORT:**

Toby and Yvonne gave a report on the fiscal year 2009 budget. They have both obviously put in a lot of work on this and they presented a summary at the meeting. A draft budget to actual report was presented that shows budget categories, 2009 budgeted amounts, and actual revenues and expenditures in each category. The budget is being created according to specifications from the Rasmussen Foundation. This first year will be a learning experience, so some refinement of individual line items may be required in future years as knowledge is gained. Yvonne is still working on setting up quickbooks to correspond with the budget categories. She indicated that the accounting is done on an accrual basis, not a cash basis which results in some differences in timing in the recording of revenues and expenditures. She is also working on a cash flow analysis and a detail balance sheet.

A level of internal control has been implemented, with Yvonne writing the checks and Toby signing them. It is likely we will have to have an audit or a review of financial statements done at some point. We will also need to file an IRS form 990.

Yvonne estimates that, after the initial setup work, she will require about 8-10 hours per month for ongoing updates.

This detailed budget discussion led to the following motion by Molly, seconded by Dave:

**Motion: We approve the revised budget as presented.**

Discussion pointed out that this budget fixes a \$15000 error in the original budget and that \$2000 was added to the trail budget that is independent of grants.

Motion passed unanimously.

### **EQUIPMENT REPORT:**

Dave submitted a report showing the current state of the equipment. Refer to the report for detail.

There was discussion of a proposal to pursue building another blue and gold drag. Two local welders have indicated willingness to help with this. It is estimated the cost would be between \$2000 and \$4000. This would probably involve moving money from trail construction to equipment purchase. The discussion led to the following motion by Dave, seconded by Toby.

**Motion: KNSC should start the process to build and pay for a new blue and gold drag.**

Motion passed unanimously.

There was also discussion of applying to the Rasmussen Foundation for another Tier 1 equipment grant for \$25000. Jan and Alan volunteered to work on the details and present a motion at the next meeting for a new Tier 1 grant.

### **EVENTS:**

#### **1. Wine and Cheese Tour:**

Molly gave a report on the Wine and Cheese Tour, which is scheduled for February 15 from 12 to 4pm at Eveline. The permit for alcohol has been filled out. A letter of application for the permit was submitted to the board for consideration. The letter indicates our intent to obtain the permit and agrees to a requirement that we check for identification. Molly made the following motion, seconded by Jan:

**Motion: The Board of Directors shall approve the letter to apply for a permit as submitted by Molly.**

Motion passed unanimously

Molly also indicated that maps are being created of the Eveline area and tables are being obtained for the event.

**2. KNSC Marathon:**

Richard gave a report on progress and organization for the Marathon, scheduled for March 14. Marylou Burton will again organize the event. In a moment of weakness, Richard agreed to act as Chief of Course and organize the grooming and course setup for the event. The intended course will be similar to last year, starting at Lookout Mtn. and ending at Baycrest. Due to the new trails at Lookout, there will probably be some changes at that end. Grooming has already started on the Marathon connector trail with David Stutzer leading the effort. Marylou has ordered bibs and patches. The order is for 300 patches which will not be dated, so it will be possible to reuse them in future years. She has made a request to CCAK to host the online registration as they did last year.

**3. Grooming Clinic:**

Dave submitted a final report on the Statewide Ski Trail Grooming Clinic. See the report for complete details. The clinic was very successful, bringing together groomers from around the state. There was a profit of \$690 after expenses. The clinics will probably continue in the future, but will likely move to a different location next year and possibly return to Homer the year after that.

**4. PSIA Instructor's clinic:**

Stephanie Haynes reported on the PSIA clinic, which was held at Lookout Mtn. at the same time as the grooming clinic. The clinic had a good turnout and PSIA is committed to helping support further development. The cost for joining PSIA is \$85 per year and Stephanie encouraged all interested skiers to join.

**5. Friday Night Lights:**

Molly presented a final report on the Friday Night Lights event. See the report for complete details. The two night event had about 60 participants Friday and 30 Saturday and generated a profit to KNSC of \$882. It was moved from the Sterling Highway trailhead to Roger's Loop due to lack of good snow conditions between the Sterling Highway and Raven's Way.

**COMMITTEE AND AREA REPORTS:**

**1. Baycrest:**

Dave reported on the progress of several Baycrest area initiatives. See the attached Baycrest area report for details. The Baycrest MOA committee will be meeting Monday, January 12 at Dave's house.

**2. Sign Committee:**

Jenny Edwards was unable to attend this meeting, so there is nothing new to report.

**FUNDRAISING AND GRANTS:**

**1. Rasmuson requirement to match \$2500 for ginzu groomer:**

Nothing new to report.

**2. Homer Foundation:**

Alan reminded the board that a letter of intent is due by 01/09 for a Homer Foundation Youth Activity Committee grant. This led to the following motion by Dave, seconded by Toby:

**Motion: KNSC should submit a letter of intent for this grant.**

Motion passed unanimously. After subsequent discussion, it was decided that Richard would write a letter of intent before Friday and pass it on to Alan for delivery to the Homer Foundation. This will request \$1500 from the Youth Activity Committee to be used for the purchase of equipment for the Junior Nordic Program.

**3. Fundraising proposal for KNSC from Leslie Klaar:**

Leslie Klaar has proposed doing a watercolor painting featuring the new Lookout Mtn. trail area. Prints of the original would be sold and the proceeds after printing and mailing costs would be donated to the club. This would generate approximately \$15 to the club for each print sold. Leslie would present 3 different options by March 15, from which the board would choose one for reproduction.

This proposal received enthusiastic support from the board. Jan suggested that a thank you letter should be sent immediately to Leslie and that he would be willing to write it. The discussion led to the following motion by Toby, seconded by Dave:

**Motion: KNSC should accept this fundraising proposal and Jan should write a thank you letter to Leslie.**

Motion passed unanimously.

**4. Ski For Women Clinics and Socials:**

Stephanie gave a report on the clinics and socials she has helped organize to promote the Ski for Women event and to generate increased interest and participation from women skiers. Several events are planned in coming weeks leading up to the Ski for Women event February 1. Stephanie indicated this series of events could become a fundraiser for the club. She agreed to fill out an expense/revenue form to give the board a better idea of revenues from these events.

**OLD/PENDING BUSINESS:**

**1. Reconfirm Dog Policy:**

Sue Strutz attended the meeting and outlined her position that dogs should not be allowed on any groomed ski trails. She argued that dogs are very destructive to the groomed trails, owners often do not properly control and clean up after their dogs, and that there is a safety concern with the combination of fast moving skiers and the unpredictable behavior of the dogs they meet..

Dave and Molly described the history of the current dog policy and the land use considerations that went into it. At Baycrest the trails cross a combination of private property, Homer Demonstration Forest land, and City owned land. Most of the upper trails are on private land and some landowners have requested that dogs not be allowed. On the lower trails, the Homer Demonstration Forest use is controlled by a separate advisory committee and they have requested that dogs be allowed on these trails. The borough has no trail powers that would allow restrictions on trail use. KNSC has many members on both sides of this issue, so the current policy was a compromise that attempted to satisfy as many members as possible as well as to follow the land use guidelines of the property owners.

One area that is not addressed in the current dog policy is the Marathon connector trail between Lookout Mtn. and Baycrest. This trail did not yet exist at the time the policy was implemented. There was a discussion about whether to allow dogs on this trail and it was decided that the board would recommend against skiing with dogs on the trail. Since the trail crosses some private property, the owners have the final say whether dogs are allowed on their property or not.

The consensus was that the dog policy should be retained with a revision to state that the board does not recommend dogs on the Marathon trail. In summary, the policy is as follows:

Upper Baycrest: Dogs not allowed on the Sunset loop and upper trails down to Midway.

Lower Baycrest: Dogs are allowed on the lower trails below Midway.

McNeil/Eveline: Dogs are allowed.

Lookout Mtn. trails: Dogs are not allowed.

Marathon Connector Trail: Dogs are not recommended..

This discussion led to the following motion by Dave, seconded by Jan:

**Motion: The KNSC board should accept this revised dog policy.**

Motion passed unanimously.

Jan suggested that the club needs to make a better effort to communicate this policy to members and the public. Jenny Edwards has suggested that we should take out an ad in the local papers to communicate our dog policy. In addition, we need to work to get more signs up so it is clear to skiers where dogs are allowed. The discussion led to the following motion by Jan, seconded by Dave:

**Motion: The KNSC board approves an expenditure of up to \$300 to give Jenny the ability to communicate the dog policy.**

Motion passed unanimously.

**2. HHS Ski Team and KNSC Contract:**

Jan gave a report on upcoming HHS Ski team events and the draft agreements between KNSC and the HHS Ski Boosters.

There are revised drafts of a Grooming Agreement and a Race Official's Agreement between KNSC and the HHS Ski Boosters that addresses some concerns expressed with the original draft. Jan would like for board members to review the revised drafts for possible action at a future board meeting.

There is a fundraising dinner for the HHS team Saturday, January 17. Also, races are planned for February 6-7 at the Lookout Mtn. Ski trails. We will need to confirm plans for grooming for the races.

**OTHER BUSINESS:**

**1. Proposal for membership email contact:**

Stephanie made a proposal that we investigate using email marketing software from Constant Contact to create membership mailing lists and communicate with members. She would like permission to set up a free trial account to test this and see if it would work for us. The board agreed to allow this trial to proceed. Further board action would be required before we agree to use it.

**2. Resignation of Toby Wheeler from the board:**

Toby is leaving town for several months and has to resign from the board. We are very sorry to see him go but expect at least to hear some good stories and see some pictures when he returns. In addition to his many other contributions, he has put a great deal of effort into setting up our first real budget this year. He will be greatly missed. The following motion was offered by Molly, seconded by Dave:

**Motion: The KNSC board reluctantly accepts the resignation of Toby Wheeler.**

Motion passed unanimously.

**3. Appointment of Tara Schmidt as a new board member to replace Toby:**

Tara Schmidt has indicated a willingness to replace Toby as the KNSC treasurer. She has a lot of experience with accounting and budgets and should be able to pick up Toby's efforts quickly. The following motion was made by Jan, seconded by Dave:

**Motion: Tara Schmidt should be appointed to the Board of Directors of KNSC as treasurer.**

Motion passed unanimously.

Welcome to the board Tara.

**4. Change of meeting date:**

Because the first Tuesday of the month presents a conflict for Tara, we will be moving the regular board meeting date, probably to the first Wednesday of each month.

Meeting was adjourned about 9:00pm.

Next meeting will probably be February 4, 2009.

Documents submitted:

Draft Budget to Actual Spreadsheet

Equipment Report

Grooming Clinic Final Report

Friday Night Lights Event Final Report

Baycrest Area Status Report

KNSC Wine and Cheese Tour Permit Application

List of Groomers

Draft contracts between KNSC and HHS Ski Boosters

Richard Burton

Secretary