

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

**March 4, 2009**

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

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

**GUESTS:** Dan DelMissier, Stephanie Haynes

### **APPROVAL OF AGENDA:**

Agenda was amended to include the following items:

- Addition of Junior Nordic Ultima, C2Ski, and 2010 Besh Cup to Events
- Addition of discussion of a Marathon Connector Trail strategic plan
- Addition of a wish list to Baycrest area discussion
- Addition of Rasmuson Grant, Homer Foundation City Grant, Current Fundraising Update, Fundraising Committee and Calendar Sale to the Fundraising section

Allan moved that the agenda be approved as amended. Molly seconded. Motion passed unanimously.

### **APPROVAL OF MINUTES FROM THE MEETING OF 02/04:**

Richard moved for approval of minutes from the 02/04 Board meeting. Molly seconded. Motion approved unanimously.

### **BUDGET REPORT:**

Tara gave the financial report. She did not have board reports for this meeting. She has been working on finding a replacement for Yvonne who had to quit working for KNSC as our bookkeeper due to time constraints. Yvonne suggested Betty Hunter as a replacement. Betty is currently out of town, but Tara spoke with her daughter Kathy Siegel, who is willing to do it for \$20 per hour. Tara indicated she is comfortable with this arrangement but wants Betty to continue to be involved when she returns. She also indicated that the new bookkeeper will not do anything tax related. We will need to find someone else for that.

Tara has recently made bank deposits for receipts from the Wine and Cheese Tour, Junior Nordic, the Waxing Clinic, and additional memberships. She also deposited a new \$1000 Name the Crossing contribution.

There was brief discussion of the location for club files and the club computer. Molly currently has a file cabinet and two portable file boxes. The computer is with the new bookkeeper. Alan suggested that his office could be used for permanent storage of the

files. Allan pointed out that the computer is used for many things, including the timing equipment, and that it might be better to make it more accessible.

### **EQUIPMENT REPORT:**

Dave gave a report on the state of the grooming equipment. The blue-gold drag has been having problems and probably needs a new motor. It should be back in service soon. The 4-stroke machine being used at Lookout to pull the wing is having electrical problems. Bill Hague is going to investigate. One 2-stroke machine is out of the shop and back in service after about \$200 in repairs. One of the current 2-stroke machines has about 6000 miles on it and another one has over 5000 miles. These machines will need to be replaced soon.

There was a discussion about building a new blue-gold drag. Dave indicated there are several people willing to help with building it and the cost would be around \$4000. Molly then made the following motion, seconded by Richard:

### **Motion: The board approves construction of a new blue-gold drag pending funding.**

During discussion of this motion, Allan brought up the issues of funding and the priority for additional grooming equipment. In particular, he questioned whether it would be better to build a new blue-gold drag or purchase another ginzu groomer. Dave indicated he would like to have both if funding could be obtained. He pointed out that the two groomers excel at different things. The ginzu groomer is really good at breaking up and grooming the hard icy surfaces that come after periods of melting. The blue-gold drag is better on trails like the marathon connector where the ginzu groomer probably cannot be used, and in a variety of softer snow conditions.

After discussion, the motion was approved unanimously.

### **EVENTS:**

#### **1. Wine and Cheese Tour & Wooden Ski Tour:**

Dan gave a report on the recently completed Wine and Cheese tour. The event was a great success this year. He presented a budget report prepared by Christie that shows a profit of \$2249 this year. That is considerably more than the \$1300 originally expected. In addition \$375 was collected in new memberships.

There was a brief discussion of the need for thank you letters for the papers and for in-kind contributions. Dan will write a letter to the papers and Molly will write thank you letters for in-kind contributors.

Dan indicated that he would like for someone to replace him next year. Christie is still willing to be involved. Dan also discussed a need for better door prize organization next year.

**2. KNSC Marathon:**

Richard gave a report on the upcoming marathon. The trail is in good shape after a lot of work by volunteers for grooming and brush cutting. There will be a dedication ceremony prior to the race start for the newly named Schwiesow Stadium at Lookout.

Alan indicated we should let the news media know about the event. Molly suggested that Marylou write a summary for the Nordic Skier newsletter.

**3. Junior Nordic Ultima:**

Stephanie gave a summary of the Junior Nordic program this year. Enrolment was down slightly but there was a lot of enthusiasm and it produced some good young racers. Kurt Marquardt and Stephanie took over the program this year. The Junior Nordic Ultima has been renamed the Festiviski.

Stephanie also suggested that some of the Junior Nordic funds should be used to help pay for PSIA memberships for the coaches.

**4. Sea to Ski Relay:**

Stephanie also gave a brief report on the Sea to Ski relay which is being held on March 28 this year. She has taken over organization for this event and she indicated everything would be ready.

**5. 2010 Besh Cup:**

The 2010 Besh Cup is scheduled for Homer next year. There was brief discussion about what will be needed for this. Stephanie is working with CCAK on details. Use of the new Lookout trails for this event will depend on additional development at Lookout this year.

Molly would like for Stephanie to write an article about the event for the Nordic Skier newsletter.

**COMMITTEE AND AREA REPORTS:**

**1. McNeil/Eveline:**

There was a meeting of the McNeil/Eveline committee on February 18 that produced an updated strategic plan for the area. Notable changes included some trail upgrades and a needed bridge. Short term goals for trail upgrades include a .5k trail between the Emergency Services Station and existing trails, addition of a .5k hayfield loop, a 1.6k reroute of the back part of the 7.5 k loop, and support of McNeil Canyon School's effort to build a 3k loop on school grounds. There is also a need to build a bridge over the creek on the 5k loop. Dave suggested that we may be able to use donated timbers from Bruce Hess for this. The committee would like to have \$1500 allocated for work on the new 3k loop. Discussion of the updated plan led Molly to introduce the following two motions.

**Motion: The KNSC board should approve the updated McNeil/Eveline Strategic Plan.**

Motion was seconded by Richard. It was approved unanimously.

**Motion: The KNSC board approves allocating \$1500 from the borough revenue sharing grant money to be used for the planned 3k loop.**

Motion was seconded by Allan. It was approved unanimously.

## **2. Baycrest:**

### **Strategic Plan Update:**

The Baycrest committee met on February 12 to update the Baycrest Strategic Plan. Molly explained the updated plan. An effort was made to streamline the plan. There was discussion of the item to improve neighborhood access. Allan suggested that it might be possible to use Pineview as an access point and build additional parking on Demonstration Forest land at the end of this street. Tara and Molly pointed out that this would require agreement from the Demonstration Forest advisory board as well as from Soil and Water conservation. There would also likely be some local homeowner opposition. It would be a long term project. Molly agreed to add investigation of this option as a long term goal. The discussion led to the following motion by Richard, seconded by Molly:

**Motion: The KNSC board should approve the updated Baycrest Strategic Plan.**

The motion passed unanimously.

### **Roger's Loop Trailhead Project:**

Molly discussed a recent meeting that was held to consider the possibility of obtaining additional parking, trailhead access, and facilities at Roger's loop by the purchase of the Evans property (which is adjacent to the Roger's Loop trailhead) or other property in the immediate area. This has come up now because Mrs. Evans is planning to sell her property and has offered to sell it to KNSC before putting it on the market. For this reason, securing property on Roger's Loop for trailhead access was moved from a long term to a short term goal. This would be an expensive project that would probably require the research and writing of grants that would be appropriate for land acquisition. Molly would like to put a process in place that would allow pursuit of this goal if the opportunity arises. She would like to do a targeted membership fundraiser that would attempt to raise \$2000 to hire a grant person to get the process started. She made the following motion, seconded by Richard:

**Motion: The KNSC board should approve sending a mailing to KNSC members asking for donations in an attempt to raise \$2000 for the purpose of**

**hiring a grant writer to research and write grants to obtain additional parking and trailhead access at Roger's Loop. The money would be directed to a special Roger's Loop parking fund.**

There was vigorous discussion of this motion. Allan questioned whether the club should be willing to own property. He also suggested that Roger's Loop parking is not direly needed and that other options should be explored before attempting to purchase property. Molly indicated that the club would not necessarily have to be the property owner. It is possible the city would accept ownership, but they probably would not be willing to fund the purchase. Dave indicated he thinks the ski club needs to take on trailhead parking. This led to a discussion of priorities for parking. Allan suggested that additional parking at the new Lookout trails is more important than Roger's Loop parking. Jan indicated he thinks parking is a serious problem at both Roger's Loop and Lookout when school groups are using the areas and buses are trying to park. However, he agreed that additional parking at Lookout is the most important immediate concern. He also pointed out that there will likely be a decrease in grant funding in the near future and we may not be able to fund all projects. Molly indicated she thinks that funding sources for Roger's Loop and Lookout parking would be different because the Roger's Loop project would involve the purchase of property while Lookout parking would not. Allan indicated support for hiring a grant writer but he thinks we should prioritize projects first. Molly suggested that we should be able to work on all three areas at the same time but that the money she is suggesting would not be enough to do more than investigate parking. She also indicated she would support a motion to immediately allocate \$2000 from the reserve fund to investigate and write a grant for additional Lookout parking. This discussion led to a compromise motion by Jan that would combine the funding requests for additional parking at Baycrest and Lookout:

**Motion: KNSC should allocate up to \$4000 for the purpose of hiring a person to research and potentially write grants for additional trailhead parking at Lookout and Baycrest. \$2000 should be allocated from the reserve fund and an additional \$2000 would be obtained from a targeted membership fundraiser.**

Molly seconded this motion and withdrew her original motion in favor of this one. The motion passed unanimously.

**Baycrest Wish List:**

Molly indicated that the Baycrest priorities included about \$10000 for planned upgrades to the Baycrest area trails.

**3. Lookout:**

**Lookout Strategic Plan:**

Stephanie gave a presentation of the revised Lookout Strategic Plan that was drafted at a recent meeting of the Lookout committee. She presented the plan along with letters of support for Lookout trail system improvements from high school and middle school supporters. Highlights of the short term goals include improved parking, a timing hut, warming shelter, outhouses, electricity, and some needed trail work. Some of these are discussed in more detail below. She also pointed out that improvements to the road have become an issue this year and that KNSC needs to support funding the road upgrade since it could impact use of the Lookout area in the spring. The committee is working on updated maps that will include Name the Crossing donors and may be designed to include border advertising.

Several of the short term goals were discussed in more detail. A timing shelter could be made available by moving a city donated “Cat House” from the spit to the Lookout area. This would require some money to transport but would be done by volunteers. Outhouses are an important issue. Stephanie suggested it might be possible to do a long term winter rental for next year. It was also suggested that money might be available from the state and that Paul Seaton’s office should be contacted about this. Kurt Marquardt has provided a rough estimate of \$15000 for a pole barn that could be used as a warming shelter and for equipment storage. A written estimate was presented to the board and is included. Dave indicated that the club has a portable generator that could be used for electricity until a more permanent setup can be found. Parking was discussed in detail and is summarized below.

The committee would like to pursue obtaining certification for the Lookout Mountain trails as homologated to international race standards. This would then be one of just a few certified courses and could lead to big events coming to Homer. Allan pointed out that this could also help with increased funding for the area. He suggested that we need to educate people about why this is important and the benefits it would bring.

There was brief discussion of a paragraph in the draft strategic plan that discusses advantages and disadvantages of the other areas (Baycrest and McNeil). Several board members felt this was inappropriate in the Lookout Strategic Plan. It was agreed to remove this paragraph.

The presentation and discussion led to the following motion by Allan seconded by Molly:

**Motion: The board should accept the updated Strategic Plan for Lookout Mountain with the revision of removing the above discussed paragraph.**

The motion passed unanimously.

**Board commitment to Lookout area development:**

Allan discussed the need for board commitment to the continued development of the Lookout area as the primary race venue for the club. There is much that needs to be done in addition to trail work to make the area suitable for events such as the Besh Cup. He suggested that we need to develop a timeline and prioritize funding and that a special board work session might be needed for this. This was discussed in more detail later. Lisa indicated she thinks Lookout may need extra funding at this time. Jan said he thinks we need to have a commitment to all three areas and that we need to try to move beyond competing interests. Dave pointed out that the club manages public property at Baycrest and Eveline and that we need to be able to work on all three areas at once.

**Alternative funding for Lookout Parking Construction:**

Allan indicated that the grant that was applied for to fund additional parking at Lookout was not successful. Therefore we need to look at alternative grant opportunities as well as other options. Additional parking will be needed if the Besh Cup is to be held at Lookout next year. The previous motion to provide funding for a grant writer may yield some possibilities. Tara also suggested contacting Senator Begich to see if there could be possible federal funding. Dave indicated we need to consider alternative temporary options if grant funding cannot be obtained by next year. Possibilities include a temporary increase in the size of the existing lot and additional leveling of the proposed parking area.

**Transportation cost for moving the “Cat House” to Lookout:**

Allan discussed the plan to use the city owned “Cat House” structure as a timing shelter at Lookout. He said it looks like a good deal for the club. The shelter would be free. Doug is willing to haul it to Lookout on his trailer. The only cost involved would be to have someone lift it on and off the trailer. Allan estimated this could be done for less than \$1000. He made the following motion, seconded by Dave:

**Motion: KNSC should allocate up to \$1000 from the reserve fund to move the “Cat House” to the Lookout area.**

During discussion of this motion, Molly indicated she thinks there is already enough money in the Lookout trail construction budget to fund this request and that an additional appropriation is not needed. For that reason, even though she supports obtaining the Cat House, she is opposed to this motion.

Motion passed 6-1 with Molly dissenting.

**January Besh Cup Preparations:**

Allan briefly discussed next year’s Besh Cup which is scheduled for Homer in January. He indicated that the board needs to provide support for this to make sure it is done smoothly.

**Paying the balance to Eric Schafford for his trail construction work:**

Eric is still owed \$2500 for the trail work he did this year. He would like to be paid as soon as possible. The intent is to do this through the Name the Crossing fundraiser, but all the money is not in yet. This led to the following motion by Molly seconded by Jan:

**Motion: The KNSC board should move \$2500 from the reserve fund to pay Eric Schafford, the money to be refunded to the reserve fund from the Name the Crossing Fundraiser proceeds.**

The motion passed unanimously.

**Purchase of grass seed for erosion control:**

Allan described a need to plant grass seed on the new trails as soon as the snow melts this year. We would need to allocate about \$2000 for purchase of the grass seed. The issue was tabled until the next meeting.

**4. Marathon Connector Trails Strategic Plan:**

This was not discussed at this meeting. I think we forgot it.

**FUNDRAISING AND GRANTS:**

**1. Fundraising committee and workshop:**

There was discussion of the need to identify funding needs and prioritize them. This is an important process because there will probably not be funding for everything this year. Molly and Allan both called for a board work session to be held sometime in the next month, preferably before the next regular board meeting. The purpose would be to prioritize the needs identified in the strategic plans presented at this meeting. The results of the work session would be discussed at the next appropriate regular board meeting.

**2. Homer Foundation City Grant:**

Richard described the recent application that was submitted to the Homer Foundation for a City of Homer operating grant. We are asking for \$2500 to help fund club operating expenses. Tara and Molly provided the financial details needed for the grant and Richard wrote the narrative using the format from last year's grant as a template.

**3. Rasmuson Grant:**

There was discussion of the status of last year's Rasmuson grant and what should be done in applying for a new grant. Molly indicated that necessary work has been done to close out the previous tier 1 grant so we can get the final \$2500 from the grant and be in a position to apply for a new grant. It could be up to 90 days before this happens. She indicated that she has been working with Richard to investigate applying for another grant from the foundation to support additional equipment purchase and would like board approval for this. It is likely that a tier



1 grant would not be funded at the same level as last year. She made the following motion seconded by Richard:

**Motion: KNSC should write another tier 1 Rasmuson Foundation grant request to support purchase of grooming equipment.**

There was considerable discussion of this motion. Allan indicated that the Rasmuson grant application could be used for other priorities instead of equipment and that equipment upgrades should be added to the process for identifying funding priorities. Dave pointed out that continued investment in grooming equipment is necessary for all areas. We will have to upgrade at least one snowmachine this year. If funding for equipment purchases is not obtained through a Rasmuson grant it will have to be found from some other source.

After discussion, the motion was approved 5-2 with Allan and Lisa dissenting.

**4. Current fundraising update:**

Jan indicated the trail pins have arrived and will be available for the end of this season. They will be ready for next season.

**5. Calendars:**

Molly made the following motion with respect to finishing up the sale of the calendars with Lisa seconding:

**Motion: The remaining calendars should be put up for sale for \$5 each.**

Motion was approved unanimously.

**OLD/PENDING BUSINESS:**

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

Jan finally got a chance to bring up the contracts with HHS for discussion. He had made the revised drafts of the grooming agreement and the race official's agreement available at a previous meeting. He made the following motion seconded by Allan:

**Motion: The KNSC board should approve the contracts as written.**

The motion was approved unanimously.

**OTHER BUSINESS:**

Tara brought up a discussion she had with Kris Holderied about paying for the porta potties for the Ski for Women event. Kris has agreed to pay part of the porta potty bill from funds raised at the event but wants to reiterate that this is a fundraising event for

Haven House and that the money raised from this event needs to be dedicated for this purpose.

Meeting was adjourned about 10:30 pm.

Next meeting: April 1, 2009 at the Kachemak Conservation Council office.

Documents submitted:

Baycrest Strategic Plan

McNeil/Eveline Strategic Plan

Lookout Strategic Plan

Letters of support for continued Lookout development

Estimate from Kurt Marquardt for a pole barn at Lookout

Richard Burton

Secretary