

KACHEMAK NORDIC SKI CLUB BOARD MINUTES

May 5, 2010

6:30pm, Kachemak Conservation Council Office

PRESENT: Richard Burton, Tara Schmidt, Mike Byerly, Dave Brann, Molly Brann, Kevin Walker, Jan Spurkland

ABSENT: Alan Parks, Kenton Bloom

GUESTS: None

The meeting was called to order at 6:30pm by vice president Dave Brann.

APPROVAL OF AGENDA:

Mike moved to approve the agenda. Kevin seconded. The agenda was approved.

APPROVAL OF MINUTES FROM THE MEETING OF 04/07

Richard moved to approve the minutes from the meeting of 04/07. Mike seconded. Motion passed unanimously.

BUDGET REPORT:

Tara submitted a year to date financial review spreadsheet and a custom summary report. The summary report does not show the \$22000 that was transferred from last year. She indicated that the budget has been fairly accurate this year and we will probably end with a small surplus. There may still be some outstanding expenses and Tara would like everyone to review the reports and let her know of anything outstanding. Jan asked what happens with leftover money when expenses are less than was budgeted. Tara indicated that it can either go into the general fund or be retained in a reserve account. She suggested that we make these decisions individually at the end of the year after consultation with the committee chair responsible for the item. Mike asked when next year's budget would be done. Tara indicated that it should be discussed at the September meeting with the intention of approving it at the October meeting. There will need to be a work session for the budget by early September, and Tara suggested that the budget be the focus of the September meeting.

Tara also indicated that we are still missing some income from the marathon and still have not received the revenue sharing money for this year.

EQUIPMENT REPORT:

Dave gave a summary report on the grooming equipment. We put about 1200 more miles on the machines this year mainly due to an extended season for grooming. There are no numbers yet for gas consumption, but both tanks are empty. Dave emphasized that it is

important for groomers to record fuel usage. Bill Strutz may be buying the oldest 2 stroke machine that we would like to sell, but has not made a commitment yet.

Dave would like to have next year's budget include money to purchase a new 4 stroke snowmachine and another ginzu groomer that would be used for Lookout. If there is not enough money for both, the snowmachine is probably the most important. Dave also requests \$1000 from next year's budget to help fund an emergency ambulance/sled that the Kachemak Emergency Services board would like to purchase. This would show our appreciation for them allowing the use of their property for our McNeil equipment shed.

It was decided that the board should consider these items when the budget is discussed in September.

Dave would like to do an equipment inventory. He is requesting any information about equipment and where it is located.

There was discussion about when it would be cost effective to consider a snowcat for grooming. A piston bully is expensive and there would be considerations about how to transport it between areas, whether we would need to pay for maintenance, and whether we could use volunteers for grooming. Dave pointed out that a piston bully would be an addition to the snow machines for grooming. The piston bully would be good to quickly get the trails level. Then the snow machines would be used for regular grooming. One possibility would be to hire a local contractor to provide the machine and grooming as needed. Currently the snowmads pay \$27 per hour to a local person for grooming with a piston bully. Tara indicated that the state has a funding pool for trail grooming that we could possibly use, but in order to use it we would have to open trails to general use including motorized vehicles.

EVENTS:

Annual Meeting:

There was a discussion about the annual meeting. Last year there were conflicts with other events happening on the same date. It was decided to tentatively set the date for Saturday, November 13 since there may be less competition from other events. Molly will check with the chamber to see if there are any conflicts with this date. Alan was appointed chair for the meeting since he was not here to defend himself.

2010-2011 Calendar:

There was discussion about preparation of the event calendar for next year. Molly emphasized that we need to have the events and dates finalized before September this year. Events will pretty much follow last year. Molly will check with Steve Hackett about the date for the film festival. Jan wants to hold the Ski Your Age event at the same time as last year. Other dates discussed were: Friday Night Lights on 01/07 – 01/08; Ski for Women on 2/6; Wine and Cheese Tour 2/13; Marathon 3/12; Sea to Ski 3/27. The discussion was followed by the following motion by Jan seconded by Richard:

Motion: The board approves the calendar for 2010-2011 as discussed.

Motion passed unanimously.

COMMITTEE AND AREA REPORTS:

Sign Committee:

Dave requested that we send a thank you note to Milli for picking up the Marathon trail signs. This was approved unanimously. Dave will do the thank you note.

There will be 2 more banners for recognition of Homer Saw and Cycle, Moore and Moore, and FreeSpiritWear.

Molly has ordered 600 small diamond trail markers to go along the trails. The cost is \$300 and will come from the sign committee budget. Wayne Watson is working on trail intersection signs with wooden posts. Mike indicated that an email from Jenny requests more “you are here” signs, especially at the kiosks. Mike will work on this and present ideas to the board.

Lookout:

John Miles does not want to be the head groomer at Lookout next year, so we need to find someone to take on this responsibility. Jan said that the yurt floors are still there and need to be dealt with. Kevin will help. Dave indicated there are still some signs that need to be picked up.

Baycrest:

Logs have been hauled to bridge sites on Raven’s Way and Homestead. Additional logs will go to the 1k cutoff bridge. Repairs will be done this summer. There will be some work parties this summer, probably in August.

McNeil/Eveline:

Dave reported that part of the viewing platform is already at Eveline. Dave has developed a management plan for Eveline State Recreation Site. He submitted the draft Master Plan for review. He indicated the board should approve it before it is submitted since the ski club is the managing group. The draft master plan includes 2 phases: 1) Work on a .5k loop trail and installation of a viewing platform – to be done this summer; 2) Add a lower 1k trail and a kiosk – to be done next summer. Tara indicated we could probably obtain a grant to support long term goals. The discussion led to the following motion by Molly, seconded by Kevin:

Motion: The board approves the master plan for Eveline which adds an accessible trail to the area.

The motion passed unanimously.

FUNDRAISING AND GRANTS:

Homer Foundation:

Richard has closed out the equipment grant with information supplied by Dave for the blue and gold drag. We have obtained the money from the City Grant.

Rasmuson Grant for McNeil Storage:

Molly reported that the grant for the storage shed has been submitted. There is no additional information yet.

ATI Lookout Grant Update:

Most of the paperwork for this has been done. An environmental checklist has been submitted and a letter of determination issued. Tara did not know about progress on the gravel letter. Allen Phelps is back and is willing to help with this grant.

Fundraising Committee:

Molly reported on a recent meeting of the Fundraising Committee. She submitted a summary and list of items for discussion. The following is a summary of items from this list that were discussed and actions taken.

Reporting form for events and other committees:

Jan presented a draft form that he has created. It would be filled out each month and provide information to the board about progress. He wants the monthly report to be easy so committee chairs will not feel an imposition. He also indicated he will develop separate forms to be presented before budget deliberations and as a final year end report. Molly indicated that we need the budget information before September. Mike suggested that we need work out which committees this would apply to. Jan indicated he would present final versions of the forms before September and he will also try to get committee input.

Annual Meeting:

Last year the annual meeting lost money. Molly suggested increasing the silent auction to 20 items. It was also suggested that door prizes be for members only. There were no objections to these items.

Pre-register for events

It is suggested that we try to do pre-registration for both the marathon and sea-to-ski events. It is also suggested that we allow pre-registered participants to order event t-shirts. These suggestions were approved without dissent.

Targeted Fundraising Events:

We need to have a written policy for fundraisers. The board earlier this year decided not to allow targeted fundraisers. Jan suggested that we should not differentiate between targeted and other fundraisers. The board should pre-approve all fundraisers and organizers would need to supply information to the board about what the money would be used for. It would then be up to the board to decide whether to approve it or not. The discussion led to the following motion by Richard, seconded by Tara:

Motion: The board will not distinguish between targeted and non-targeted fundraisers. All fundraisers will be approved by the board after a budget for the fundraiser is submitted.

The motion passed unanimously.

Events sponsored for other organizations:

Molly asked if we want to require 10% of income from all events to go to KNSC. Jan suggested that this is a good precedent to set but that we should not be too rigid. Tara indicated we could have a separate motion to waive the fee if there are extenuating circumstances. The discussion led to the following motion by Molly, seconded by Tara:

Motion: All KNSC sponsored events will contribute a minimum of 10% of gross income to KNSC with the right of the board to waive the fee in extenuating circumstances.

The motion passed unanimously.

Change in Junior Nordic Registration:

The committee recommends there be 2 registration periods. Early registration would be until January 1 and would cost \$15. Late registration would be \$25 and would apply to registration after January 1. This change was agreed to unanimously.

Incentives:

Molly wanted an agreed upon price for a dedicated bench or picnic table. It was agreed this should be \$1000.

There is a new t-shirt design with a smaller badge and long sleeves. It will not have dates or events so they can be used over several years. We will attempt to get some before the annual meeting.

The committee recommended that we provide a hat as an incentive to members who sign up at the patron level. Hats would be picked up at Homer Saw and Cycle. This was unanimously agreed to.

The committee recommended that event fees for non-members be raised by \$10 for all events. This was unanimously agreed to.

Revised Membership Form:

Molly presented a revised membership form and a revised thank you letter for cash and in-kind donations. It was suggested that we add a note that the first 50 patron members will receive a hat. This was agreed to.

OLD/PENDING BUSINESS:

None

NEW BUSINESS:

None

MEETING END:

Meeting was adjourned about 9:30 pm.

Next regular board meeting: September 1, 2010 at the Kachemak Conservation Center.

Documents submitted:

Year to date financial review

Custom summary report

Draft Eveline master plan

Grooming/Mileage Report

Fundraising Committee summary and discussion list

Revised membership form

Revised thank you letter for cash and in-kind donations

Richard Burton

Secretary