

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

**October 7, 2009**

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

**PRESENT:** Richard Burton, Alan Parks, Tara Schmidt, Allan Phelps  
Dave Brann and Molly Brann participated by phone teleconference.

**ABSENT:** Lisa Wood, Jan Spurkland, Steve Rykaczewski

The meeting was called to order at 6:30pm by president Alan Parks.

### **APPROVAL OF AGENDA:**

The agenda was amended to add the following items:

Board development

Rasmuson and Homer Foundation Grants

Discussion of Milli's Resolution

Approval of May 6 meeting minutes

Richard moved to approve the agenda as amended. Tara seconded. Motion passed unanimously.

### **APPROVAL OF MINUTES FROM THE MEETING OF 05/06:**

Tara moved for approval of the minutes from the 05/06 meeting. Richard seconded. Motion passed unanimously.

### **BUDGET REPORT:**

Tara presented a report detailing updated year end income and expenses. She has also been working on a budget for the 2010 fiscal year based on last year's budget, but needs help with details. We currently have a balance of about \$37000 in the bank account with about \$14000 left after approved allocations. Tara would like help in constructing the 2010 budget from board members with previous experience. She expressed concern that she has little knowledge of Besh Cup income and expenses. Molly indicated she will be back in Homer by October 17 and she is willing to help. It was agreed to call a meeting of the budget committee on October 19 at 10:00 am to work out details of the new budget. Alan suggested that it would be a good idea to create specific codes to further track expense detail so we would have more specific information about expenses.

Molly asked about whether we had filed our IRS form 990. Tara indicated it has been filed but we have not heard anything back yet.

Molly asked about hiring a bookkeeper. Tara responded that this is a line item in the budget, but that we need to wait until the budget is approved to pursue it further.

In response to a question about calendars, Molly said that we have only ordered 20 for this year.

## **EQUIPMENT REPORT:**

Dave gave a brief summary of the status of the equipment. Most of the machines are at Bill Hague's. The plan is to have them serviced and inspected so they are ready to go by the time we get snow. There are some necessary minor repairs, and then they will be delivered to their destination sites.

As discussed later under fundraising and grants, the Rasmuson foundation did not fund our request for equipment purchase this year. Molly pointed out that this means we will have to find additional money in the budget for a snowmachine.

Molly indicated we need to add additional money for maintenance of the 4 stroke machines into this year's budget. We may need more professional maintenance of these machines since Bill Hague and Bob Norberg are not as familiar with the 4 stroke machines.

Tara brought up the vehicle registration for the equipment. Molly indicated that Steve had done this in the past and that Tara should pay the fees and change the physical address if necessary.

Allan indicated that Stephanie Haynes would like for the club to remove the timing and other race equipment from the Anahata Center. She feels it is no longer appropriate to store it there. Molly suggested that we store it at the Brann residence until more permanent arrangements can be made. Ideally, we could find somewhere that would allow year round access on fairly short notice. Some suggestions included storing things at the Kachemak Conservation Council site or possibly renting a storage shed for club use. Allan suggested that it would be good if the club had a space with phone, storage, etc.

## **EVENTS:**

### **Annual Meeting:**

The annual meeting was discussed in some detail. Alan would like to change the location from Islands and Oceans Visitor Center so we can have a more informal get together. Beluga Lake Lodge has agreed to host the party for \$150. They have food, a dance floor, and the ability to show a movie. Alan suggests we conduct a brief business meeting at the start and then have an informal party afterwards. This led to the following motion by Molly, seconded by Richard:

**Motion: The KNSC board approves spending up to \$200 to organize the annual meeting at Beluga Lake Lodge.**

The motion passed unanimously.

The date for the meeting is November 7. The main business of the meeting will be the election of 3 board members. Molly agreed to help organize the meeting and to organize the ballots and voting. We need to send a mailing to all current members with a letter from the president. The mailing needs to specify time and location for the meeting, request membership renewal, and request nominations for the 3 board positions. Alan and Richard agreed to do this and to get the mailing out as soon as possible.

Allan pointed out that we will have some young people at the meeting and wondered whether serving alcohol is permitted. Alan will check into this.

**Besh Cup:**

Stephanie was not available tonight to do a report on the Besh Cup, but there was a discussion of the planning. Allan indicated Stephanie will be available for the November meeting. There are some questions about whether we can do it at Lookout this year. Outstanding issues include parking, bathrooms, and a shelter. Parking was discussed in more detail later. Cross Country Alaska may be hesitant to hold it here without an adequate shelter. Possible temporary solutions would include outhouses for the bathrooms and a large heated tent for a shelter. Dave suggested checking out the portable shelter used at the wooden boat festival this year. Allan suggested we need to resolve these issues by the November meeting if we are going to hold the Besh Cup in Homer this year.

Tara asked about the possibility of trading with Tsalteshi so that they would do it this year and we could put off having it in Homer until next year so we would have another year to get the Lookout area ready. Allan said this may be possible, but he thinks they might not be willing to give it back to us if we don't do it this year.

A suggestion was made to hold the event at the McNeil trails as has been done in the past. Allan said that this would not work this year because the event includes a sprint race and the McNeil trails are not wide enough for this kind of racing.

**COMMITTEE AND AREA REPORTS:**

**Lookout:**

Allan gave an update on the Lookout projects that are underway. \$2400 was spent for grass seed. About \$3200 was spent to do some trail repair. Moving the cat house cost about \$500. The cat house still needs to be moved to a foundation. Kenton and John Miles plan work on fencing around the tunnel area and on a foundation for the cat house. There is about \$3000 left of the money allocated to Lookout. Nothing has been done

with the parking and there may not be enough money left for parking. Allan would like to allocate more money so the parking lot can be leveled off before winter. He asked whether there is any unused money left from previously allocated funds. Tara replied that the only money left unspent is for Baycrest trail improvements. Alan indicated that this would all be used this fall once the work starts. Molly suggested that additional money for Lookout parking should be in the FY10 budget if we are going to do it.

There was discussion about expanding the Hayfields parking. Sharon Norton has responded to the conditional use permit application we filed indicating some reservations. She does not want the fences moved. Allan said that it will not really allow for more parking without moving the fences. Alan and Dave suggested that we attempt to communicate with Sharon and try to work out a solution. Kenton thinks the Hayfields parking should be used for buses at the Besh Cup and have at least one of the lower parking lots leveled for general parking. Allan would like to see an additional \$2000 allocated to Lookout to level the parking lots this fall. Dave suggested that we just put in temporary fencing around the tunnel and use the money saved for parking, but Kenton and John think this is a safety issue. Several members felt we need more information about Besh Cup revenues and expenditures before deciding how to handle this. Further discussion was delayed until after the budget meeting.

#### **Baycrest:**

Dave reported that work on the Baycrest trail improvements will begin as soon as he and Molly return to Homer. The priority for lower Baycrest trails is improvement to the Headwaters trail. The work will include removal of stumps, straightening out some corners and rerouting the area through the switchbacks. There will also be some drainage work. This work should improve the skiing as well as make it easier for grooming. The trail is currently difficult to groom and hard on the equipment. There will also be some work done on the Homestead Trail, Demonstration Forest, and Raven's Way.

Alan reported on planned work on the upper Baycrest trails. The plans include relocating the trail around Bob Brandt's place and moving Midway further up the hill so it will be closer to the property line. Billy Day is going to stake it out and Alan has talked with Dennis Leach about doing the work.

Dave and Alan indicated that this work will require all of the funds allocated at the last meeting for Baycrest trail improvements. Tara asked whether we will go out for bids to do the work. Dave responded that there would not be time for a bidding process. If someone is available and gives a fair price he will be asked to do it. Both Dave and Molly indicated that we try to patronize local contractors, many of whom have donated a lot of time to the club in the past.

Allan wondered if the work could result in trails that would be wide enough to provide another racing venue. Dave indicated that widening the trails was not the first priority but that the work would result in the trails being wider in some areas. He thinks the standard width for racing is 20 feet except for sprint races and that we will try to make the trails this wide.

Molly gave a report on the Baycrest area property that has been discussed for parking and trailhead access improvements at Roger's Loop. The property has been subdivided into 3 parcels. One of them is for sale for \$50000 and its purchase is on the Capital Improvements Project List for the legislature to consider. It is not known what level of importance would be attached to this request, but Molly thinks it would be more likely to be funded if the ski club had a separate fund established for the purchase. Even if the fund has very little money in it, it would show that the club is attempting to raise money for the purchase. She made the following motion, seconded by Dave:

**Motion: The club should create a fund to purchase property for parking and trailhead access at Roger's Loop.**

During discussion of this motion, Allan suggested that the wording should not include the attempt to purchase property. Alan suggested perhaps we could change the wording to just establish a fund for parking and trailhead access at Roger's Loop. Molly replied that we want to indicate the need to purchase property in order to provide additional access. She wants to show the club is raising money for a land purchase. Allan asked who would own the land. Molly replied that it probably depends on how it is funded. If funded through the CIP process, the city would own it. If funded through a grant, the club would have to decide ownership. Following this discussion, the original motion was voted on. It passed unanimously.

**McNeil/Eveline:**

Dave indicated that this area would be a priority after the Baycrest trail improvements are done. At present there is nothing new to report. Allan asked if we had received school district approval for upgrades. Molly replied that we have not done any work on school property. We have the necessary permission to work on the McNeil and Eveline trails. She does not know what is happening with the school.

**Bylaws Committee Report:**

Richard and Alan met prior to this meeting to discuss changes to the bylaws and Richard gave a report of this meeting. The current bylaws indicate that the bylaws should be reviewed every odd numbered year. In doing this review, we noticed several instances of needed editorial changes and inconsistent wording. It was agreed that Richard would send suggested wording changes by email to the rest of the board, but that the suggested changes did not involve anything that needed to be voted on at the general membership meeting. Richard and Alan did discuss some possible more substantive changes such as changes to board elections and more detail about committee structure, but felt that there was not enough time before the general meeting this year to present and fully discuss these issues. As a result, we are not recommending major changes this year.

**FUNDRAISING AND GRANTS:**

**Grant Research/Writer:**

Allan reported on the attempt to get help with grant research and writing that was approved at the May meeting. Following the approval of \$1000 allowing the Lookout committee to hire a grant writer to help with updating the RTG grant, the committee met and hired Alder Seaman. Tara has a copy of the contract. There is a possibility of funding both from an RTG grant and ATI. Allan suggested RTG may not be willing to fund parking, but Tara said she thinks they may be willing to fund parking improvements but not upgrades to the road. Tara indicated that the grant being submitted is to develop and improve trailhead facilities and that improvements to the road are not included this time. The current application also does not obligate KNSC to any cash match. The match is coming from a donated building and volunteer labor. Tara also indicated that there may be some ATI money left over from another project that might not use all of the money they were allocated. We would be eligible for this money since we already have an ATI grant and have a way to spend the money. There could be up to \$60000 left from this project with the reallocation left to administrator decision.

Allan suggested that Alder could be a real resource in other grant writing/research needs in the future and we should keep her looking for other grant sources.

**KPB Revenue Sharing grant:**

Alan reported on the status of the Revenue Sharing Grant. He is almost ready to file a final report. He indicated that it is necessary to spend all of the allocated funds before additional funding would be considered.

**Homer Foundation:**

Richard reported on the status of an attempt to obtain a Homer Foundation grant to fund a new blue drag. For a number of (probably not very good reasons) this did not get done this summer. Richard has worked on a narrative but the application requires detailed financial information about the project that he was not able to put together this summer. We do have an estimate of material costs but do not know who would do the work and what it would cost. There was a suggestion that since the attempt to obtain a Rasmuson grant for equipment failed, we may want to redirect this effort to another project.

**Rasmuson Tier 1 Grant Application:**

Tara indicated that she has received notice that the application for a Rasmuson grant to fund equipment purchase has been denied. Molly said that Rasmuson has indicated reluctance to fund equipment purchases and that we should try to apply for a grant for a different purpose. She thinks they prefer to fund capital improvement projects. In the meantime, we need to figure out how to fund necessary equipment purchases.

**OLD/PENDING BUSINESS:**

**Board Development:**

Alan initiated a discussion about board member recruitment. Lisa and Steve have indicated they are not running for new terms this year. Allan is undecided. Alan suggested the need for a board development/nominating committee that would consider the specific needs of the board and recommend possible nominees. After some

discussion it was decided that this is probably not possible for this year since there is not enough time left, but that it could be considered in the future.

**Milli's Resolution:**

Allan discussed the need to support a resolution before the borough assembly to reclassify a portion of the Lookout trail system from residential to recreational. Milli Martin has put considerable effort into this resolution and it is up for consideration at the next borough meeting. She would like to see as much testimony as possible in support of it at the meeting. Allan asked that as many board members as possible be available to testify at the upcoming borough assembly meeting, but only Alan indicated he possibly could do it. He said he would have a formal response and would try to attend the meeting.

Meeting was adjourned about 9:00 pm.

Next meeting: November 4, 2009 at the Kachemak Conservation Council office.

Documents submitted:

Year end income and expense report

Richard Burton  
Secretary