

Meeting Minutes

Meeting Name:	Kachemak Nordic Ski Club BOD
Date/Time of Meeting:	Wednesday, Jan 4, 2017 6:30-8:29 PM Cook Inlet Keeper Building
Meeting Leader:	Stacey Buckelew (6:35 to 7 PM) Mike Gracz (7 to 8:30 PM)
Meeting Purpose:	Monthly Meeting

Attendees:

Richard Burton	Jason Neely	Jasmine Maurer	Annie Ridgely	Stacey Buckelew	Caleb Rauch
Mike Gracz	(7 PM)	Christine Anderson			

Agenda Items	Discussion/Action	Follow up
<ul style="list-style-type: none"> Approval of Agenda 	<ul style="list-style-type: none"> Motion to approve: JN; Second by JM. 	<ul style="list-style-type: none"> Approved - unanimous
<ul style="list-style-type: none"> Approval of BOD meeting minutes 	<ul style="list-style-type: none"> Reviewed meeting Minutes of December 7th, 2016 Minor changes noted. Motion to approve as revised. Second. 	<ul style="list-style-type: none"> Approved - unanimous Revise and post as approved - CA
<ul style="list-style-type: none"> Guests 	<ul style="list-style-type: none"> None 	
<ul style="list-style-type: none"> Admin Report – Annie Ridgely 	<p>Report from Annie:</p> <p>Membership TOTALS 2017 ski season 484 members who registered online for Family - 155 Individual - 65 Business - 22 From HWN - 34 women From Jr. Nordic - 65 kids Returning members (not been a member for one or more season) 37 New members – 62</p> <p>Admin hours: Oct - 19 hrs. Nov - 22 hrs. Dec - 19 hrs. Marketing - 5 Meetings/training/etc. - 2 Mailing - 3 (Zipper pulls out! ThkYouCaleb!) Membership/clerical/data entry - 7.5 Communication - 1.5</p> <p>Follow up: Response to John Miles safety request →</p>	<ul style="list-style-type: none"> Trailhead 2017 Goal sign in progress. Awaiting printing co. support. BOD can send new pic to Annie, as preferred, for posting on FB page/website. Emergency notifications for posting at trail heads: In case of emergency you are at “XXX Ski Area”. Call 911. Local contacts are (insert info here). <p>First aid equipment is available at (location). Report incident to KNSC. Annie will send draft to Mike and then proceed with posting. Jasmine will f/u with moose signage additions.</p> <p>BOD sign-up for monthly newsletter submission.</p>

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	<p>NSSP incident forms at all locations Email about cell phones</p> <p>Upcoming events: Advertising in community calendars, FB events, newsletter/outreach campaign, website</p> <ol style="list-style-type: none">1. Jr. Nordic coaching clinic2. Upcoming events - ski swap and Friday Night Lights in January, Jr. Nordic!3. HWN Skate Clinics4. HWN Chili cook-off, and also need judges5. HWN Holly Brooks for -Feb 11-13 <p>The link on the Facebook page to KNSC website is in place. May look to modify FB link for easier visibility.</p> <ul style="list-style-type: none">• Discussion re: emergency response plan; ideas to include moose warning language.	
<ul style="list-style-type: none">• Website Report - Richard Burton	<ul style="list-style-type: none">• Status quo. Thank you for extra support to keep it up-to-date.	Annie will post Events separately on website to improve viewing

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<ul style="list-style-type: none"> Treasurer's Report - Richard 	<ul style="list-style-type: none"> 2017 Budget Report Balance sheet shows significant \$\$ at this time. Note the restricted funds (\$35K) in this fund reduces the total available fund amount. (Use of restricted funds requires Board action.) Membership \$\$ highest since 2014! Consider increase in budget line item for printing / copying for next year. Tax-exempt certificate is due for 2017. Final year-end report due. 	RB to get 2-3 Tax Exempts certificates for BOD and Admin Assistant use. Final year-end report is forthcoming from RB.
<ul style="list-style-type: none"> Events 	<ul style="list-style-type: none"> Wine and Cheese (Feb) Holly Brooks Coaching and Ski Clinics (Feb) Friday Night Lights- looking for sponsor this year. Torches need some maintenance. Consider Andrew Peter; has some previous experience. Tiki torches are at DOT trailhead. FNL site needs TBD; snow dependent. 	Mike will f/u with Andrew Peter to investigate interest in organizing event. Stacey can be contacted for oil and other supplies transport from Anchorage, as needed. Annie will research torch and fuel situation at DOT shed and f/u with Stacey.
<ul style="list-style-type: none"> Program Report 	<ul style="list-style-type: none"> HWN report by Stacey and Annie. Busy upcoming second session. HJN coaching clinic to be held by Carlin Rauch on January 7, 2017. Chili cook-off; request 5 judges by 4 PM at Grace Ridge Brewery JM spoke with Folks school (Frontier) Lead re: ski lesson options. Promote HJN program. Skate Ski clinics in January. Holly Brooks camp in Feb. Includes coach training, HWN session, and racing/competitive skiers option. More details to follow. 	Annie will advertise events on FB and web- will check with Carlin for all details prior to publish on HJN. JM will making panels to advertise Chili Cook-off. Sherry Stead needs KNSC letterhead for Jan 14 event. \$5 entry fee. Annie to post ski clinics info for January ski clinics. Beginner and intermediate. On FB/website.
<ul style="list-style-type: none"> New Business - MOU with City of Homer 	<ul style="list-style-type: none"> Motion: Approve MOU with City of Homer. Mike moves; CA seconds. Discussion: Dave Brann reviewed. No changes. 	Passes unanimous

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- Equipment grant	<ul style="list-style-type: none"> • Tabled. Consider new equipment and emergency preparedness equipment grant proposal. 	MG to f/u for next month
- Business sponsor recognition	<ul style="list-style-type: none"> • Discussion re: best option for Business Sponsorship recognition. How do we recognize \$200 sponsors vs. in kind donation and special cases (\$1000 in fuel) • Motion: In lieu of banners, recognize Banner Club sponsors (patron level (> \$1000)) on trail cam pages. 	Unanimous approval for trail cam sponsorship after Business approval. Annie will contact our 5 lead sponsors re: trail webcam site for advertising sponsors with link to business websites. Also, send \$200 sponsors the option to re-up to get webcam trails recognition.
- Newsletter assignments	<ul style="list-style-type: none"> • Mike will write article about new web cam (Feb) • Holly Brooks article for March (Stacey) 	Stacey & JM will get pics for articles. Mike may use GPS photo stuff. CKA will contact DSA to get KNSC Marathon info to newsletter for Feb.
- GPS trackers	<ul style="list-style-type: none"> • Very favorable response from membership • Look for additional features to follow with more use 	Consider hook up to CrossCountryAK.org site.
- Ken Jones Trail name	<ul style="list-style-type: none"> • Discussion re: which ski trails or area preferred. • Signage 	<ul style="list-style-type: none"> • Stacey will f/u with family to get preference for trail area (Lookout vs. Baycrest, etc.) • Mike will look into getting a sign prepared when more information is available.
• CIRI permits (item added to agenda)	<ul style="list-style-type: none"> • Nicki Scarzi worked on and submitted this renewal. 	Unanimous approval for NS signing these permits for KNSC.
• Comments from the audience on anything	<ul style="list-style-type: none"> • No audience 	
• Comments from the BOD	<ul style="list-style-type: none"> • SB - Lookout trails are fantastic! Thank you amazing groomers! • CR - Great for over a month! Thank you! • CA - Described Girdwood Nordic Club non-local membership option (\$15) and asked Board consideration for online non-member donation option set up • SB- CrossCountryAK.org consider posting to this site. CR will look into post. • SB- Future event ideas: Headlamp skis and bonfire with low fee to participate. Also, Ski and Beer. 	<p>CA will get 3 Boxes and envelopes for set up of donation boxes at trailheads (Lookout, McNeil and Eveline) to start.</p> <p>RB will look at website donation option.</p> <p>MG will look into donation of office space at Kachemak Conservation building (CIK).</p>

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	<ul style="list-style-type: none"> • MG - Go Jessie Diggins! • RB - Need to update info at Homer Post Office with BOD and Officer groups. Need new key. RB will update the list and get another key for Annie/admin assistant. • Need to update info on bank accts. To include Officers (all new) • JN: Offers help with Friday Night Lights/tiki torch assistance. • JM: Tour of Anchorage website sign up link has HWN skier leading the pack! 	<p>RB will let Officers know about bank signing thing.</p> <p>Also, post office key management and mail check scheduling will be coordinated by Annie and Richard.</p>
<ul style="list-style-type: none"> • Incomplete Action Items from December minutes 	<ul style="list-style-type: none"> • Follow up on AK State Parks Yurt proposal – JS • Groomer needs and clinic dates - MG • Update membership signs at trailheads to 2017 – AR (Awaiting printing template) • Follow up on aging KNSC accounting support (computer and software) – RB • Prepare HF grant request for grooming equipment –Tabled to Feb MG 	
<p>Minutes prepared by Christine Anderson, KNSC Secretary 1/10/17</p>		<p>Next Meeting: February 1st, 2016 6:30pm Cook Inlet Keeper Building</p>