

## Meeting Minutes

Meeting Name:	Kachemak Nordic Ski Club BOD
Date/Time of Meeting:	Wednesday, March 1, 2017 6:37- 7:55 PM Cook Inlet Keeper Building
Meeting Leader:	Mike Gracz
Meeting Purpose:	Monthly Meeting

### Attendees:

Mike Gracz	Jan Spurkland	Jasmine Maurer	Annie Ridgely	Stacey Buckelew	Christine Anderson
Jason Neeley	Richard Burton	Derek Bynagle	Caleb Rauch		
Guests:	Kevin Walker				

Agenda Items	Discussion/Action	Follow up
Approval of Agenda	<ul style="list-style-type: none"> <li>• <b>Motion</b> to approve by CA with Second by SB. Discussion -- none</li> </ul>	<ul style="list-style-type: none"> <li>• Approved - unanimous</li> </ul>
Approval of BOD meeting minutes	<ul style="list-style-type: none"> <li>• Reviewed meeting Minutes of February 1, 2017</li> <li>• <b>Motion</b> to approve by JS with Second by JM. Discussion -- none</li> </ul>	<ul style="list-style-type: none"> <li>• Approved - unanimous</li> <li>• Post as approved - CA</li> </ul>
Guests	<ul style="list-style-type: none"> <li>• <b>Kevin Walker</b> – Wine &amp; Cheese report. Kevin &amp; Jeannie plan to step down as facilitators. Groomers on L/O will keep event. If other venue, then someone else will need to step up. Detailed reports to Annie – Admin Assistant – for future planning. Need to remember to submit for alcohol permit earlier rather than later. Consider tapping Homer Chamber of Commerce to assist with event promotion. Revenues down a bit. Expenses down, too. Net profit likely as expected.</li> <li>• <b>Board Action:</b> Move to consider thank yous and KNSC hats to wine distributors that donated all wines AND continue to request for wine donations.</li> </ul>	<ul style="list-style-type: none"> <li>• Chamber of Commerce f/u</li> <li>• Thank you's and hats to wine sponsors – Annie</li> <li>• Grog Shop and Bear Creek</li> </ul>
Equipment Committee report	<ul style="list-style-type: none"> <li>• Bob Glen and Mike Gracz: <i>Discussion:</i> Use an RTP grant to buy some new grooming equipment, either a wide-track snow machine for Lookout, or another ATV (the LO grooming crew is mulling this over- if they go with an ATV we may try a different brand of tracks- Mattracks because they are durable, but heavy and expensive, or Kimplex because they appear also to be sturdy, but are still lightweight) plus a snow ambulance, wheels for the ATV, another ginzu groomer. Mike G will write this grant, which does not open until August.</li> </ul>	<p>MB will write RTP grant for other trail equipment – track equip. August due timeline. SB will assist with grant development.</p>

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	<p>Major discussion centered on the type of tracks to use for ATVs because of the recent problems with the Lookout ATV. Groomers decided to keep repairing and using the Polaris tracks, although Kimplex tracks on the next machine may be OK.</p>	
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Admin Report – Annie Ridgely	<ul style="list-style-type: none"> <li>• Membership: 660 members have registered online. Approx. up by \$8K more than compared to last season. 7 more members in February. 16 more family memberships. 13 new – never members; 4 returning members from previous years. Membership sign ups are starting to slow down.</li> <li>• Additional letters and zipper pulls are being mailed out.</li> <li>• Emergency action plan signage should be all up and posted by now.</li> <li>• Synopsis of Admin Assistant time in February               <ul style="list-style-type: none"> <li>Marketing - 9</li> <li>Meetings -2.5</li> <li>Mailing -.5</li> <li>Membership/clerical/data entry - 2.5</li> <li>Communication - 4</li> <li>Website - .5</li> <li>Misc. club business and errands - 1.5</li> </ul> </li> <li>• New office organization and filing is planned for this March.</li> </ul>	Consider pins +/- for membership...
Website Report - Richard Burton	<ul style="list-style-type: none"> <li>• Marathon registration up on the web – 7 registrations so far per Annie</li> <li>• Online donation web page link will be set up for next season cycle</li> </ul>	
Treasurer's Report - Richard	<ul style="list-style-type: none"> <li>• Discussion re: restricted funds and available funds</li> <li>• Current years expenses --- Jr. Nordic expenses are high r/t purchase of Board approved skis from previous FY. Current expenses are \$990 more than in budget but within the action plan of the club.</li> <li>• Consider setting up Jr. Nordic rental expenses and revenues accounting line items. Jr. Nordic is within budget overall.</li> <li>• Discussed submissions of monies from ski clinics &amp; chili cook-off. These events were in differing categories and best to be submitted separately→ Chili cook-off as fundraiser; Clinics as an event.</li> </ul>	<p>Richard will set up Jr. Nordic revenue/expense lines.</p> <p>Advised group on accounting practices and revenue tracking for improved review.</p> <p>Institutional memory for correct process best supported with development of a form for event planning and summary report.</p> <p>Jan and Stacey (assist) will begin Event Committee Program – goal to have a binder that helps event coordinator moving from one planner to the next.</p>

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<p>Events</p>	<ul style="list-style-type: none"> <li>• <i>Friday Night Lights- no event sponsor available. Consider for a March event if sponsor becomes available. Consider changing from Tiki torch event to headlamp event.</i></li> <li>• <i>KN Ski Marathon – trail work is beginning. Groomers are encouraged by snow levels and anticipate success in connecting the traditional trail. Info flyer sent to Annie for review and posting. On Line registration planned is now available.</i></li> <li>• <i>Timing equipment is deficient at this time. Need something for Marathon coming up. Jan has the software. Need serial adaptor. Application “web scorer” runs on phone or tablet.</i></li> <li>• <b>Motion:</b> <i>\$50/yr subscription to purchase Web Score app to do timing (JS) Second (MG). Discussion. Jan &amp; Richard will talk and plan. Mike will obtain port required.</i></li> <li>• <i>Sea to Ski: Mike Byerly will support and Derek Bynagle will “make it happen.” First weekend in April.</i></li> </ul>	<ul style="list-style-type: none"> <li>• Approved - unanimous</li> <li>• Annie will assist with promotion</li> </ul>
<p>Program Report</p>	<ul style="list-style-type: none"> <li>• <i>Junior Nordic equipment allocations are in budget. The Jr. Nordic coordinator needs to order new skis in the spring, based on rental revenue for next year’s season. However, that expense does not show up until the next fiscal year- i.e. the program does not get charged until the skis arrive in the fall. We approved a Jr. Nordic budget with expenses only based on program registration fees; there is no line item for new equipment purchase, although there is a line item for Jr. Nordic Rental revenue. Either we need a new line item for equipment purchase, or we need to increase the line item for program expenses so the coordinator does not fall short in the spring. Probably adding a line</i></li> </ul>	<p>Richard will set up Jr. Nordic revenue/expense lines as previously noted.</p>

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	<i>for equipment purchase is better, so that those expenses can be depreciated.</i>	
<p>New Business –</p> <ul style="list-style-type: none"> <li>Equipment committee meeting</li> </ul>	<ul style="list-style-type: none"> <li>Report by Mike of meeting. Equipment being maintained by groomers group.</li> <li>Want to sell Arctic Cat – undesirable</li> <li><b>Motion</b> to sell Arctic Cat: DB. – Second JS.</li> <li>Discussion. Groomers wish to sell. Sell Arctic Cat and purchase new Scandic to maintain trails and groom new snow, etc. Homer Foundation grant option? Use Club funds and HF grant?</li> <li><b>Motion:</b> (RB) Use club funds to purchase a small lightweight snow machine- a Skandic 550- for packing trails after a big dump, or for breaking in the Marathon trail. Second JN, followed by discussion. This machine would be available for use anywhere.</li> <li><b>Motion</b> (Jan): Use a Tier 1 \$25,000 Rasmusson grant for a maintenance building at Sunset Loop. RB Second followed by discussion. Baycrest Shelter discussion to support groomers, etc. Budget needs close consideration. Location → on Volunteer fire hall property. BOD should be aware that cost may be an issue – could be helpful to get Rasmussen grant. Revenue sharing may be some of an option. Need budget review prior to go. Consideration for bathrooms. But, parking may not be supported. Building for maintenance only???</li> </ul>	<ul style="list-style-type: none"> <li>Approved - unanimous</li> <li>Approved - unanimous</li> <li>Approved - unanimous</li> <li>Jan will get some bids on building options for Sunset area.</li> </ul>
<ul style="list-style-type: none"> <li>Trail management agreement</li> </ul>	<ul style="list-style-type: none"> <li>KPB trail management agreement (Glenn S.) TABLED</li> </ul>	
Newsletter assignments	<ul style="list-style-type: none"> <li>Discussion</li> <li>Jeannie Woodring taking on newsletter. Great experience and interest.</li> </ul>	<ul style="list-style-type: none"> <li>Grooming cam article will be submitted for newsletter.</li> <li>Annie will submit event info</li> </ul>
Ken Jones Trail name	<ul style="list-style-type: none"> <li>Continued discussion re: which ski trail or area preferred.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to track and follow up when family is ready to</li> </ul>

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	<ul style="list-style-type: none"> <li>• Contact made with family. TABLE at this time. Too soon for consideration.</li> </ul>	discuss.
Comments from the audience on anything	<ul style="list-style-type: none"> <li>• Snomads grant: Kevin W presented info.</li> </ul>	Survey for trail easement in Marathon trails.
Comments from the BOD	<ul style="list-style-type: none"> <li>• SB – Carlin WooHoo! Jr. Nordic was a great finale! Kids playground for agility training while 'not skiing': 15 HWN and community to TOA!</li> <li>• MG – Jr. Nordic success! Great work Carlin.</li> <li>• JN – Will help with building design and options.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Incomplete Action Items from previous meetings	<ul style="list-style-type: none"> <li>• Follow up on AK State Parks Yurt proposal – JS</li> <li>• Groomer clinic dates - MG</li> <li>• Update membership signs at trailheads to 2017 – AR (Awaiting printing template)</li> <li>• Follow up on aging KNSC accounting support (computer and software) – RB</li> <li>• RB will let Officers know about bank signing thing.</li> <li>• Jasmine will f/u with moose signage additions for safety on trails, as available.</li> <li>• Web page donation link. Next season cycle.</li> </ul>	
Minutes prepared by Christine Anderson, KNSC Secretary 03/29/17		<b>Next Meeting: April 5, 2017 6:30pm Cook Inlet Keeper Building</b>