

Meeting Minutes

Meeting Name:	Kachemak Nordic Ski Club BOD
Date/Time of Meeting:	Wednesday, May 3, 2017 6:30-8:05 PM Cook Inlet Keeper Building
Meeting Leader:	Mike Gracz
Meeting Purpose:	Monthly Meeting

Attendees:

Mike Gracz- President	Jan Spurkland	Jason Neeley	Glenn Seaman	Jasmine Maurer	Stacey Buckelew – Vice President
Christine Anderson- Secretary	Richard Burton - Treasurer	Annie Ridgely- Admin Assistant			
Guests:	Tom Kizzia	Derek Stonorov			

Agenda Items	Discussion/Action	Follow up
Approval of Agenda	<ul style="list-style-type: none"> • Motion to approve (JS) Second (SB) 	<ul style="list-style-type: none"> • Approved - unanimous
Approval of BOD meeting minutes	<ul style="list-style-type: none"> • Motion to approve (MG) Second (RB) • Discussion and approval with minor changes to meeting Minutes of April 5, 2017 	<ul style="list-style-type: none"> • Approved - unanimous • Post as approved - CA
Guests	<p>Tom Kizzia (TK) and Derek Stonorov (DS) introduced by MG. Here to discuss Community Trails Management Plan application process.</p> <p>KNSC Trails and KPB ownership – Marcus from KPB is Planner (Land and Management?)</p> <p>MG requests BOD review over the summer and plan at first meeting to determine trails mgmt.</p> <p>Demand for multiuse trails from community</p> <p>Focus: McNeil and Lookout</p> <p>TK spoke to grazing lease area in McNeil area which soon to expire. Suggested plan of action on trail management first then more robust plan to follow. DS- reports McNeil school is supportive and willing to help with letters of support, etc. School will support and use the trails. Trail lighting was also discussed with no action at this time. November 2018 is when lease expires. NOTE: Requires advance planning to meet Borough meetings and approval requirements to meet timelines.</p> <p>Consider long term ski planning – Bill Spencer, Kenton Bloom or others ...future development and use professional trail designer. Current use with CIRI is year-to-year use lease. (\$300-400/year)</p>	<ul style="list-style-type: none"> • <i>Consider and plan Strategic Planning session, including membership to move the proposal forward, perhaps at Annual meeting</i> • <i>Mike will send draft PDF plan to BOD</i>

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<p>Admin Report – Annie Ridgely</p>	<p>Membership TOTALS: Added one additional family in April 2017. Final membership at 695 members who registered online for 2017-ski season.</p> <p>Synopsis of Admin Assistant's time for April:</p> <ul style="list-style-type: none"> • Marketing – 4.5 • Meetings – 1.5 • Mailing – 4.5 • Membership/clerical/data entry – 1.5 • Communication – 4.5 • Website – 1 • Misc. club business & errands – 2.5 <ul style="list-style-type: none"> • Upcoming – Finishing up event binders and organizing the KNSC office and file cabinet. • Spare mailbox key returned to Richard. • Annie expressed interest in returning as Admin Assistant in the fall, if approved by the BOD. <p>Stacey moved for Executive Session to discuss employee issues.</p> <ul style="list-style-type: none"> • Second and unanimous. <ul style="list-style-type: none"> • BOD to Executive Session 7:03 PM. Back to Open Session 7:09 PM. <p>Caleb as intern was very helpful. Consider again for next year. Continue intern position and refine in Sept.</p> <p>RB requests the BOD consider implementation of mandatory online registration to support registration and membership analysis efficiency.</p>	<p>Annie will send report to Secretary for inclusion in the minutes.</p> <p>Annie will complete binders and office organization, as described, by end of season.</p> <p>BOD approved one-time bonus for Admin. Assistant for a job well done!</p> <p>Kudos to Caleb for great work as the Student Intern. Consider again for next year and further refine role/need. Also, discuss consideration of a rotating student member to BOD meetings for youth input and experience building.</p> <p>Stacey will review current <u>Admin Assistant</u> position description and evaluate for possible expanded duties and recommendations for Board review at next planning session.</p>

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<p>Program Reports</p>	<ul style="list-style-type: none"> • Jr Nordic: Great year. Seeking new coordinator. <ul style="list-style-type: none"> ○ Annie can make a Jr. Nordic binder (may expand to 3 roles to fill roles/responsibilities of a single coordinator). Robust discussion of this need and filling as soon as possible. ○ Appreciation expressed for Carlin's work as Jr. Nordic Coordinator. GS: motion to give gift card MG second • Homer Women's Nordic: Group remains active. Changes will be noted in the fall. 	<p>Great work Carlin!!</p> <p>\$100 gift card – GS will get and deliver for signing. Will send email for folks to come and sign at CIK. Annie will get card to Carlin, including pictures.</p>
<p>Old business</p> <ul style="list-style-type: none"> • Eveline Yurt – Jan Spurkland • Rasmusson grant progress for maintenance building (Jan S) • Homer foundation grant for snow machine funded • Equipment Committee • Sale of Arctic cat update 	<ul style="list-style-type: none"> • Yurt: Motion: Kindly reject the offer. • Building at Baycrest: Jan has a draft management plan. Jason Bid out. \$40 K without pole to electricity. Awaiting other bids. Draft idea...next to CIRI tower...Knot Circle to CIRI tower. Details to be determined. • Receive and use grant first and then determine final equipment/snow machine plans. • For consideration, 4 track ATV, mowers at each site and ginzo groomers. (\$36000 or so) • Snow machine sale in progress. Not sold at time of meeting. 	<ul style="list-style-type: none"> • Unanimous. Will f/u to reject yurt proposal. • In progress.
<p>New business</p> <ul style="list-style-type: none"> • KPB community trail management agreement/McNeil grazing lease expiration (Mike G.) • BoD terms expiring next year/ housekeeping. Attendance: first and last names, and officers listed on meeting minutes, please! (Mike G) 	<ul style="list-style-type: none"> • RTP grant has moved up deadlines. See further discussion points under <i>Guests</i> on page 1. Motion approved to move ahead with proposal for review in September. • All outgoings are willing to rerun, but open for others, if interested. 	<p>Next Meeting: September 6, 2017 6:30pm Cook Inlet Keeper Building</p>
<p>Comments from the audience on anything</p>	<p>None</p>	
<p>Comments from the BOD</p>	<p>Jan – Officers and Annie made it a great year!!</p>	<p><i>Minutes prepared by C. Anderson</i></p>

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Comments/Additions:

Incomplete Action Items from previous meetings	<ul style="list-style-type: none">• Follow up on aging KNSC accounting support (computer and software) – RB• RB will let Officers know about bank signing thing• Groomer needs and clinic dates• Update membership signs at trailheads and moose signage additions for safety on trails	
Ken Jones Trail name	<ul style="list-style-type: none">• Continued discussion re: which ski trail or area preferred.• Contact made with family. TABLE at this time. Too soon for consideration.	Continue to track and follow up when family is ready to discuss.