



## **Board Meeting Minutes January 13, 2018**

**Board Members Present:** Mike Powers, Kate Burns, Jay Wisor, Alison Liaboe, Lisa Sunderman, Andy Anderson, Elizabeth (Libby) Schoedel, Peter Groza, Dave Yadon, Mike Gridley

**Board Members Absent:** None

**Present:** Brad Thiessen, Director of Engagement

Alison Liaboe, Board President, called the meeting to order.

### **Review of Prior Meeting Minutes**

After a brief review of the action items from the December 2017 meeting minutes, Alison asked for an approval of the December 2017 meeting minutes. Mike P made a motion to approve. Peter seconded the motion. All in favor of the minutes as written.

### **New Board Positions**

Alison Liaboe will be stepping down from the board President position at the end of the month. Kate Burns offered to become the new Spokane Nordic President. Jay Wisor offered to accept the role of secretary (secretary position currently held by Kate Burns).

-Libby made a motion to nominate Kate Burns as President. Peter seconded the motion. All in favor of Kate in the President's position.

-Mike P. made a motion to nominate Jay Wisor as secretary. Andy seconded the motion. All in favor of Jay in the Secretary's position.

New board positions will become effective January 31, 2018.

## Website

The public has recently inquired about how to reach board members with concerns. Currently, each board member's name is on the website. The board asked Brad to include each board member's e-mail address and their particular liaison position to the website. Discussion included the idea of placing a photograph of each board member next to their name. Lisa made a motion to include board member photo and e-mail contact info on the SNSA website. Jay seconded the motion. All in favor of posting this information on the website.

In addition, our board meetings are open to the public but currently we don't advertise that information. Due to the irregularity of location, Brad will post something such as: "Public is invited to attend SNSA's monthly board meetings. If interested, please contact XXX to confirm date and location". It will also have a link to the President's e-mail address.

The board also thought it would be helpful for recognition if adult lesson instructors and NK leads for the AM and PM would also post their photos.

**Action Item:** Brad will post past meeting minutes from 2011 – March 2015.

Kate will forward Brad meeting minutes from April 2015-present.

All Board will forward head shot photos to Brad.

Brad will post bios and photos of adult lesson instructors.

Brad will post photos of board and NK leads.

## Treasury Report

Lisa does not have an up-to-date treasury report for January. She reported that data input was overwhelming because so much cash flow is coming in. Brad is working on dividing the money that has come in through the internet and will reporting that information to Lisa.

**Action Item:** Lisa will have an up-to-date treasury report ready for the Feb board meeting.

## Skijoring Update

If a skijor event is held on Mt. Spokane (on state park property), insurance is required. Currently, insurance to cover such an event is approximately \$700 (cost prohibitive at this point). Diana Roberts is searching with another insurance agency to cover the extra insurance costs for a skijor event and is hoping to receive a rider from another sled dog association so she can hold an event at Mt. Spokane. Lisa Sunderman is also working with Diana to find an insurance solution in time for the BarkerBeiner event, scheduled to be held in March.

## **Grooming Update**

Dave Yadon will be attending the grooming committee meeting on Wednesday. The board asked Dave to write a note of thanks, extending a big thank you to the committee for all their work and efforts since the grooming and the hiring of a new groomer has resulted in many complaints.

The Board requested a brief summary of the board committee meeting after the meeting and not wait for the next board meeting for a report.

**Action Item:** Dave will write a note of thanks to the grooming committee and he will also distribute a summary of the grooming committee meeting to the board.

## **Nordic Kid Update**

Enrollment is currently 135 students plus 14 rangers. (2 extra rangers than normal)

This year, due to a shortage of NK instructors, we have had some younger (teen) skiers offer to teach a NK class. The board agrees that if we have a 'non-adult' teaching the class, we always need to have an adult with the class. Parent co-instructor would be sufficient.

Mike Powers was a part of set-up this year. He provided the following feedback for improvement:

- post a class roster in the Selkirk Lodge on the first day of NK
- someone needs to be officially directing new families to the teaching area
- the NK coordinator needs to have something that identifies them and who they are, especially on the first day of NK.

This year, Brad had NK t-shirts made. 33 of the 50 shirts have been given away in return for a donation. It was noted that if we actually sell the shirts, we will need to collect and report income tax.

## **Donation/Gifting/Sale of SNSA Product:**

The t-shirts given to NK families brought up the gifting of other SNSA products (glasses, hats, etc). How do these products fit into our non-profit mission? Are there tax implications?

**Action Item:** Libby is going to research the tax implications of all products that SNSA is donating/giving away. We need to be sure that the donations and gifting of an item (such as t-shirts) is not seen as selling the item.

## **Liaisons Positions**

A number of SNSA members and people around Selkirk have been asking how to get in touch with the board. In addition, all the grooming questions/complaints due to the new groomer have filled board member's in-boxes. Kate suggested a streamlining of positions within the board so that individuals (and not the entire board) could help with general public communication.

*The board was reminded that they may not make actual decisions on behalf of the entire board.* This liaison position is more for assisting with general questions from the public, and becoming a 'go-to' person of knowledge on that particular subject. The intention is to help distribute the work load of our all-volunteer board. All larger issues/votes will need to be brought to the entire board for discussion/approval.

Treasury: Libby

Grooming: Dave

Adaptive: Peter

NK/Rangers: Andy

TTeam/Race/Cross Team: Jay

Masters/Adult: Mike G.

Skijor: Kate

Marketing/PR: Kate and open

Trail Clearing/Maintenance: open

**Action Item:** Brad will forward questions/concerns (that come in through our website) to the correct board member.

## **Cross-Train Ski Team**

There are approximately 7 members on the new cross-train ski team.

## **Membership**

We currently have 175 Spokane Nordic members. 1073 on our e-mail list.

Facebook following: 918 (increase of approx. 100)

Andy asked if there is any possibility of acquiring contact info. from the state about skiers who have purchased a winter park pass? Lisa reported that the state does not currently have that information available.

Survey: Brad plans to run a survey to members 3<sup>rd</sup> week of February. (Historically members respond better when it's prime season and not past, even March/April).

Brad believes we should not send a general survey to all e-mail recipients, but specialize to members this year. Goal of survey is to make people aware. This survey is an opportunity for awareness.

**Action Item:** Brad will work with a survey committee to establish questions. Mike G. and Kate will assist Brad.

### **Prospective Board Members**

In February, there will be 2 vacancies on the board, and one additional vacancy at the end of our fiscal year when Lisa finishes her board commitment. The board discussed names of individuals who have expressed an interest in joining the board.

**Action Item:** Kate will reach out to 3 individuals to attend February's board meeting to see if they are interested in attending a meeting and potentially joining the board.

### **Van Update**

Van is working, but we do need to continue saving for a new van. Renting a van costs just as much money as purchasing, so renting has been considered not a viable option for the long term.

### **Exit Interview**

Claire Eastlund resigned from the board last year. We would like to continue exit interviews, especially to learn how we can improve.

**Action Item:** Kate and Peter volunteered to conduct Claire's exit interview. Kate will write a thank you card to Claire.

Meeting adjourned.

Addendum (if any):

Meeting held at Burns house, 2336 S. Pittsburg. Meeting notes taken by Kate Burns.

