Ketchikan Killer Whales

Board of Directors Meeting

**July 15, 2020**

**6:00 pm**

**Landing Conference Room**

1. Call to Order -6:03 PM called to order by Christa
2. Roll Call – Confirm Quorum per Bylaws as deferred to Robert’s Rules (Christa, Kim, Dana, Nissa, Maureen, Melissa, Eryn, Gary) Absent is President Elect (Vice Pres-Vacant).
3. Approval of the July 15, 2020 Minutes – motion to approve dana and second Nissa.
4. Public Comments – This is the formal time for members and public to comment.
5. Report of Officers
   1. President – Adriana would like to work on the website and will meet with Kelli regarding the Gaming report. Another Special election to get a Vice President on board and need to decide. Move to Executive session at end of Meeting.
   2. Vice President- N/A
   3. Secretary-Updates to Google Documents and Drive, along with Google Admin Console. Webpage is update. Google Invoice for June
   4. Treasurer – Pool expense is going to be paid next month due to coming in late. Applying credit of $3200 advertising and the brochure. Credit for down time in the rec desk. The credit has not been applied and not reflected in budget. Eryn can apply monthly the credit and/or see if it is possible to cash out our credit. Budget is about $30k less. Nissa submitted the KGB Non-Profit grant requested from $20k. Justification loss in fundraising which was detrimental which was out biggest fundraiser. Sponsorships are hard to come by right now. Next Finance meeting should be a grants meeting. A&P receipts need a list of current board members. Gaming Permit Kelli is the member in charge and Kevin has been removed. Christa recommends the next VP be member in charge and any members not affiliated with the team be removed.
   5. Meet Director – Melissa met with Gary and draft schedule. Sitka October 24th -25th dual meet may not be held. All meets are being delayed upon USA Swimming. We need to create our COVID mitigation plan, Maureen will reach out to other teams to find out what they have done/or doing. Melissa will look at new regulations. Draft of time trials should be completed. Question of how the spectators will be able to watch the swimmers. Suggestion, spectators coming through the pool play area entrance.
   6. Ways and Means- Identifying fundraising items and raffle to be pushed back. About ¼ of the active swimmers have completed volunteer hours. Money paid to Ketchikan Area Arts will be refunded. Dana reached out to previous sponsorship donors and is taking this task on. Swim-A-Thon to be held on Saturday the 29th of August. We will use 4 lanes, two sessions between 9 am to 1 pm. Who is going to count, and are parents going to count from bleachers? Nissa will work with Dana on packets. Still waiting on a response for Holland America.
   7. Membership – Taking on A&P receipts. Amazon flyer to notify parents of KKW Amazon. Christa will help Maureen with flyer and notify of Amazon Smile.
   8. Coach – Zoom meeting with the head of the high school association wanting to get activities going. Worry of kids getting depressed but worry about COVID complications of getting students home from meets. High school swimming might have virtual meets sending in results. Melissa Johnson has the schedule for High school swimming. We will have Regions in October which has been paid. We need swimmer and tech support for meet. Virtual meets will require KKW team support which is every two weeks. We need to get more people trained to run a meet. Eryn has swim lessons run through Aug 22. Time Trial of Sept 26th is the first of the season and we need to get support to do it. When do we hold our first try out? Maureen suggests at the end of August. Need to meet to draft a schedule of try outs. Dana suggests a Monday and Friday try out times. We should have a message/flyer the week after swim lessons end. First meet is Labor Day weekend in Craig. Gary’s report he recommends the following:

* One stroke development and one Senior Group. Junior, Gold and Silver on age and ability. Dana will need to adjust in our system and Maureen will adjust in handbook. This needs to be switched by fall registration.

1. Reports of Committees- Led by a Board Director and team volunteers
   1. Bylaws – Nissa and Kim have been working together. Suggestion to bring another committee member such as Matt Hagen. The bylaws will be drafted by the Sept 2020.
   2. Gaming Funds – Christa will investigate the removal of current authorized members. (Remove as a committee)
   3. Handbook Committee – Maureen is going to share draft via Google Drive for the board in two weeks. The board will review prior to first fall try outs. On website the Meet Tab will have links added with expectations and a parents’ quick reference section for photography, bullying, etc.
   4. Annual Meeting/Banquet – Nissa, Christa, Dana and Coach to coordinate. $500 in the budget for end of Year Banquet. (Nissa will schedule meeting)
   5. Team Growth Incentive Bonus Program- Coach sent email.
2. Standard Order of business
   1. Unfinished Business
      1. Dues on Volunteer hours - motion made by Dana to not require volunteer hours for the families that have already met. Motion passes unanimously.
      2. Second motion – keep raffle to fall keep the final fundraising to be the Swim-A-Thon and not requiring the 619 for 2019 season. Motion passes unanimously.
      3. Fundraising Quota Status
      4. Revised Meet Schedule – No new info.
      5. Assistant Coach- Waiting to hear from Angela to get the okay. Then we need to know what the budget allows for wage, $4,500 for assistant. How many hours would have 3 hours a week/ 15 month equals 90 hours. Junior coach is $12 and a $25 hour assistant coach for a total of 15 hours a month.
   2. New Business
      1. Meet schedule with COVID requirements according to USA Swimming standards. Draft of Time Trial and mitigation of a plan. Seating plan.
      2. New Contract ends in October. Motion present to coach no change in the contract for the 2020/2021 no increase and status quo in financials and duties. Motion passes unanimously. (As it terms out with the current contract)
3. Announcements – None
4. Next Meeting- August 19th at 6 pm Landing
5. Moved to Executive session at 7:59 pm ended 8:22 Nissa motion to adjourn with unanimous consent.
6. Adjournment 8:22 pm