

**Location**: Ktn. Rec Center, Art Room  
**Date**: First Thursday of Month,  
**Time**: 5:00 to 700

**Ketchikan Killer Whales Swim Club**

# Agenda & Minutes:

  
  


1. Attendance & Quorum:

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| --- | --- | --- | --- | --- |
| Attendance and Quorum: | | | | |
| Position | Attendee | Present | Absent | Other |
| President | Kelli Kuharich | x |  |  |
| Vice President | Christa Hagan | x |  |  |
| Treasurer | Dana Elderling | x |  |  |
| Secretary | Hillary Woods | x |  |  |
| Meet Director | Nissa Dash | x |  |  |
| Ways and Means Fundraising | Deb Merle |  |  |  |
| Membership | Marueen Elderidge | x |  |  |
| Head Coach | Patrick Burda | x |  |  |
| Other… | Kevin Staples | x |  |  |
| Quorum - Yes/No |  |  |  |  |

Proceedings:

*Meeting called to order* at \_5:14\_\_ p.m. by \_President Staples\_\_\_\_\_. *Last Board Meeting Minutes were* approved by President Staples, and second Vice President Kuharick.

*Board of Directors Report: (President/Vice President/Treasurer/Secretary)*

President, (15 Min) :

* Welcome and acceptance of new board of directors
* Defining the Executive Committee Roles. “Move to Executive Committee to add new special board meeting w/ first Thursday.”
* Contract Update- Defer to Executive Meeting. “Move transfer to Executive Mtg” by Staples, seconded by Kelli.”

Madam Presi. Move the contract to Separate meeting. Seconded by VP.

Add agenda item under pres report for Patrick salary continue to pay thru July. (Christa) Seconded, I’s have it.

* Ask Was there an evaluation during agreement. Satisfactory. Yes provided by for by Kelli & Kevin.
* Discussion to continue for July Pay from 2017.- Motion to pay rate Keill/Dana Moved and Passed by the board.

-Debrief w/Patrick & Christa. Outside of the Board Possiblity

-Timeline. Over last year.

-July 2018 expired. No signed contract.

-Financials not provided to entire board.

-Contract for the coach.

- Last offer was based off Oct 2018 Figures by Former Treasurer Leslie Brewer.

-Copy of 2018 Contract.

* Bylaws Update during summer meeting.”
  + Revisions to the Bylaws to occur to later to the summer.
* Executive committee Review
  + Executive Board Communications and Executive committee to clarify clearly
  + Clarify job definitions
  + Special Meeting will be needed. Provide Call in Number.
  + Have everyone review Bylaws- By July Meetings.
* Roles, Responsibilities, Job Positions.
* 4th of July Parade Updates-
  + Kyle Burnette is dropping off truck and flat in June. At Davies or First Bank Lot. Point is Kelly.
    - Decorations/ Ect. (Kelli to Lead)
    - Wood Whales w/Patrick
  + Alec Woods to drive.
* Raffle/Permit Update- Raffle done. Permits up -to -date-
* Pool Fees.
  + KGB is working on the fee pool back to 2018.

Vice President: (5-10 Min)

* Upcoming 4th of July Parade- Secured Truck and Trailer.

Secretary (5-10 Min)

* Roles & Responsibilities Discussion
* Minutes Posted to Web
* New Board Members
* E-filing Syst. Update- Google Drive
* Grant Work – Looking for new opportunities

Treasurer, (5-10 Min}

* Financial – Profit and Loss.
* Reporting
* Other Financial Team News
* Gaming V. Operating Account and gaming account update
  + Gaming
  + Basic operating expenses
* Need a committee. / possibility to loss permit for 30 days because we not spending our funds. $60K by December needs to spent.
* Treasurer Role to re-do.
* Typically – one week prior.
* Budget – not approved.
* Checks to mail out.
* End of season… Dana messaged folks that are short hrs. Smallest year $2.000. Usually, about $8000.
* Swimathon varied $3-5K
* Raffle--- $16-18K
* Coffee—
* Total $28, 00 raised.

Meet Director (5-10 Min)- No Report out of town at Southeast Champs w/Team.

* Upcoming Season
  + December Decathalon
    - Process for sanctions started, Ready to sign end of vacation- End of June
    - Weekend after nutcracker… December 13-14.
  + February-State Age Groups
    - Teeshirt design for age Groups. Neutral by area v. team
    - February 14-15.
    - Ak Airlines.
    - KTN does not have to supply key personnel.

High School Help -Coach to work with Coach Emma.

Officials- Mark Dash working on setting up a clinic for officials.

Number of officials =15 as of current.

Ways & Means Coordinator: (5-10 Min)- Absent…

* Raffle
* Tupperware Fundraiser Option
* Fundraising.
* Move to raffle.
* Sponsorship
* Blueberry Booth. Jenn H. to sit at table. Set up as event. ND
  + Action Nissa to info to Patrick. For Sign ups.
  + Christa sent prize idea for Nissa.
* Discussion of Coffee Mugs w/Logo Discountmugs.com

Membership Coordinator: (5-10 min)

* Team Events
* Team Page & Events to put out for more info.
* Work on cohesiviness of team and Sense of community
* Work w/ Social Media to push stuff out that way.
* Look a monthly Community involvement
* June Box “School Supplies”
* July Parade
* August-Toothbrush for homeless
* Getting name out to community
* Get list to Maureen for names of swimmers. Patrick sends out typically.
* KIC to pay for some members to sport. KIC has Criteria.
* Partnering w/KIC. w/ Inclusivie
* Ketchikan Wellness Coalition.
* Designs a Tee-shirt. Going back to original Logo.

Coach(s) Report: 10-15 Min: KKW Head Coach, Patrick Burda:

- Club Leadership 101.

- Ten basic responsibilities of Boards

- 201 will be offered in 2020

- Safe Sport

- Paperwork handouts

- Communicating changes to new 19 policy.

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*- Update procedures and Manuel -June 23rd update.*

*-USA swimming Level 1 recognitions.*

*-Working on Season Calender.*

Round Robin:

* Sponsorship prior to Age Groups. Sell advertisements

* Booster club funds travel for the HS Team. Request for improvements for the Pool
* Support for the Diving Club.
* Represent at end of meeting. (Christa)

Adjourned …