**Ketchikan Killer Whales**

**Board of Directors Meeting**

**October 16, 2019, 5:30 PM**

**Rec Center Art Room**

**A close up of a logo

Description automatically generated**

1. Call to Order – Meeting called to Order at 5:40 PM.
2. Roll Call – Confirm Quorum per Bylaws (Kelli, Christa, Hillary, Nissa, Gary) Absent- Dana, Maureen, Deb, & Eryn.
3. Approval of the Minutes – Motion to move to approve the minutes by Christa. Nissa Seconded. Motion carried.
4. Approval of the Agenda – Motion by Christa to move to approve the agenda. Nissa seconded. Motion carried.
5. Public Comments – This is the formal time for members and public to comment. Jennifer Heithecker provided an update of computer setup of meets and uploading to the results. Upcoming time trial in Meet manager. Coach Gary needs access in Team Unify. Hillary/Dana has access that could potential provide in interim. They will look into.
6. Report of Officers
   1. President –

Coaches Contract is close to finalization, we need official date of hire, and bonus terms and It will be complete. She reminded everyone that Board Leadership 101 Training was to be completed by end of October and has good basics for board member. She also reminded the board about the new requirement for concussion training. Woods to send out reminder email w/links to complete.

* 1. Vice President –

Christa opened the discussion practice schedule. Gary to look at changing group names to possibly: Senior, Middle School, Novice . We will need an Assistant Coach, and Gary has spoken to a couple of possible candidate’s. Christa reminded the board that as a board, we should not be emailing as a common practice. We need to bring packets to the board meeting for transparency/public. She also asked about the possibility of Sitka meet next year w/Gary.

* 1. Secretary- Woods is working on webpage. New board computer for Secretarial Need has arrived and is being set up .
  2. Treasurer – Pre- meeting memo and status of funding. We have spent $7500 Computer Hardware/Upgrades, $3000 upgrades to Meet Director, $1000 for pool mirrors, $500 Meet and Team Manager. Three computers have been ordered and received. She is also looking for a Budget Retreat on October 29th, with a specific time to be determined. Christa will look possible reservation for Cape Fox or Landing. The meeting is a working meeting and the official budget will not be ratified until an official meeting. New Banner on site to hung by rec. center. See attached Treasures Bullets and meeting packet.
  3. Meet Director – HS Meet Follow-Up, what worked, what needs improvement?

HS meet went well. Diving equip works on old Colorado. Diving equip would need update for the handheld equipment. Nissa is prepping w/ Gary. Action Item of budget adjustment will be discussed in Budget committee below.

* 1. Ways and Means – No report.

* 1. Membership – See Bullets provided…. Tomorrow is another tryouts. 7-10 member increase (25%) at last tryouts. Marureen has submitter her letter of resignation. We will need to discuss on boarding new members also.
  2. Coach –Kids are practicing good. Working on turns and streamlines. Gary has worked on Relays starts and exchanges, and streamlines. When would be good for a bring a friend to practice? December may be a good time.

1. Reports of Committees
   1. Bylaws – Nissa (Kim M. & Jenn H. ) Work in progress. Expectation to finalize by voting of members at years end
   2. Gaming Funds – Will Dana-Tabled for next meeting.
   3. Handbook Committee – TBA- lower priority. Tabled.
   4. Public Relations – Nissa to chair, and she is working w/ KRBD. Interview at 8:30 am. Nissa will get schedule.. Earlier swim Matt & Rocky and Gary’s story.
   5. Tech Committee – TBA – see Treasurer Report Items above for relevancy. Member parent to chair. Procurement. Consolidating programs.
   6. Team Growth Incentive Bonus Program – Gary- Deferred from above. Gary to bring people to table. Presentation opportunity by mid-end January. Gary to research and look at past info from prior team.
2. Standard Order of business
   1. Unfinished Business

November Budget Retreat – date/time/location- Working meeting.

* 1. New Business
     1. Item – Maureen resignation – Kelli

- Maureen vacancy is in Robert Rule. Special Rule of Order. Standing Rules. Bylaws Chair Nissa to write language.

* + 1. Item – Membership Board Member Position – Kelli or Christa.
    2. Item – Budget line item Action to add salary for assistant coach threshold
    3. Item- For approval discussion- Motion by Nissa to seek additional funding not to exceed $8000 for meet, as outlined in proposal . Christa seconded. 3000 authorized. Increasing to 8000. Friendly amendment to revise increase authorize $3K to 8K, with total spending authority of 8K. W/Total value of 11K. Motion carried.

***649 Move to executive session. 655 back to session.***

1. Announcements – Board of Directors for the good of the order. Thanks to Board working very hard. Thanks to Gary
2. Next Meeting- Schedule Meetings 1) 10/29 Budget Retreat @ 430 (Christa to Reserve room, Kelli to email. 2) Bylaw Meeting- Only action item- 10/29 Entry item. 3) November 13 @530 Rec Center. Woods to Publish.
3. Adjournment – Motion At 708 Christa Kelli Nissa

-Agenda Item- Gift Cert for Recognition