**Ketchikan Killer Whales**

**Board of Directors Meeting**

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

**Rec Center Art Room**

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1. Call to Order – Meeting called to Order at 5:40 PM.
2. Roll Call – Confirm Quorum per Bylaws - Christa, Dana, Hillary, Maureen, Nissa, Eryn and Coach Gary were in attendance. Kelli was absent.
3. Approval of the Minutes – Motion to move to approve the minutes by Dana. Woods Seconded. Motion carried.
4. Approval of the Agenda – Motion by Nissa to move to approve the agenda by unanimous consent. Dana seconded. Motion carried.
5. Public Comments – Dollee Robinson was present.
6. Report of Officers
	1. President – No Report.
	2. Vice President – Christa is seeking option on Parent Volunteer Recognition at a holiday party with the possibility t bring it in a Tier award program. Funds are avail in Team Spirit. She also reminded the board that November 30 deadline for Board 101 for those that have not. Board members can add training certs to Board Folder on Google Docs.

* 1. Secretary- Woods is working on webpage. All board notes/agendas are posted todate. Next she is working on the content and board info for updated emails. New board computer for Secretarial Need has arrived and is being set up .
	2. Treasurer – Dana gave an update on gaming funds spending update, and current status. She proposed budget to vote on. She said 20% membership is November 23 to approve budget. The 2019 to 2020 budget is for approximately $121,000 as a non-profit. She reported that Milner, Palmer and Edward prepare our fiscal forms, and will perform financial bylaw review. This will ratify we are fulfilling our fiduciary responsibility as a nonprofit. Bookkeeping will need completed by mid-January 2020 if not before.
	3. Meet Director –Nissa is working on posts for need and upcoming updates for volunteers including the December 10 & Under meet, November Time Trial, December Decathalon, and January Time Trial. Events for upcoming meets are being developed by Coach Gary and Nissa. Nissa is also working a photographer. Nissa is asked and proposed training Opportunities for members/ volunteers. What’s needed? Where to Go next? What’s needed for each position? Admin Positions- training sessions. Additionally, She has placed calls to Colorado with no response as the Gen 7 continues to not work.
1. Ways and Means –Next week will be at pool to pick up pool. Final ticket collection will need moved up on December 10. Dec. 15 is drawing. Email to be sent out with updates. Winter Arts Faire Fri 11/29 thru 12/1, and KKW will be selling Coffee and scones. Kids to complete KKW Ornament. Coffee baskets & Ornaments to be put together. Will need folks to assist with baking and ornaments.
2. Membership – Maureen reported that November/December is the donation Sock drive for community connections. Open Swim has been after November time trial. Noon-1 for team and family members. It will be the time to meet w/families w/on budget since we need 20% membership. She ordered 50 towels through gaming permit. She She is meeting w/Gary on tryouts schedule for next session.
3. Coach – State Meet went well. 7 went to state/ 3 swimmers made finals. Working on banquet. <SEE HANDOUT> He looking for Assistant Coach and needs to get certifications. He is continuing to look. It was suggested that we advertise on Facebook pages. He would like run another tryout right before Christmas break, looking at 12/19 from 5 to 6 PM. HS had great success and great staff. Coach is going to keep same practice schedule except on Christmas Eve. Holiday team party is Tuesday 12/31- New Year’s Party and lobby party. Gary is working on Age Groups Pool Time meet on Friday. Warmups 730. Coachgary417@gmail.com. Gary is cancelling practice on this coming Friday and Monday as KKW is traveling to Petersburg for the November Rain Meet. 15 kids will be at this meet.
4. Reports of Committees
	1. Bylaws – Nissa (Kim M. & Jenn H. ) No Update.
	2. Gaming Funds – Surplus of funds have been expended; a few items are still pending for coach. Everything completed for meet director- 3rd and 4th quarter costs. All kids in the water are appareled up. There some new items for a few new swimmers. Swim shop items a possibility in future.
	3. Handbook Committee – Maureen to Chair. Coach Gary to Assist. New Year Initative
	4. Public Relations – Nissa talked to Maria Dudzak. Gary to connect w/Maria Dudzak at KRBD.org. Nissa to forward contact info. Matt & Rocky to go as well. Ketchikan Daily News … Gary will contact. Highlighting growing club. News paper ads. What/When.
	5. Tech Committee – Is dissolved per this meeting.
	6. Team Growth Incentive Bonus Program –Gary to bring people to table. Presentation opportunity by mid-end January. Gary to research and look at past info from prior team.
5. Standard Order of business
	1. Unfinished Business
	2. New Business
		1. Item – Move to approve the budget for ratification to membership – Nissa/dana. Outreach for new swimmers/ New swimmers/Fundraisers.

Rules. Bylaws Chair Nissa to write language. Agree for 2020 funding. Passes w/ Unanimous consent. REVIEW OF ROBERT RULES.

* + 1. Item – Fees & Group Schedule Tabled for next meeting.
1. Announcements -None
2. Next Meeting- December 18 @ 5:30
3. Adjournment – Motion by Christa to adjourn. Motion Carried At 714

-Agenda Item- 4 lanes 3-5/ 6 lanes 5-6 Thursday. Bring financials for lanes and differential. Bring practice schedule & plan next meeting.