**Ketchikan Killer Whales**

**Board of Directors Meeting**

**February 26, 2020, 6:30 PM**

**Rec Center Art Room**

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1. Called to order at 5:43.
2. Kelli, Christa, Nissa, Maureen, Dana, and Gary was in attendance. Eryn and Deb are absent.
3. Approval of Minutes: Hillary Motioned w/unanimous consent, Christa seconded.
4. Agenda Approval: Nissa move to approve, Christa seconded. Discussions. Motion carried
5. Public Comments – None
6. Officer’s Report:
	1. President: Nothing new to Report.
	2. Vice President: Nothing new to report. Fourth of July float letter. Christa will follow up with the borough by next meeting.
	3. Secretary: Nothing new to report.
	4. Treasurer: Hand off P & L to Nissa. Taxes completed. Partnering w/Nissa on changes w/tonight’s meeting. Extension was filed for pull tabs. Kelly needs to registar. (Checks/deposits) is needed for gaming permit. Second volunteer (Kevin) is still on register. Kelly will still follow up w/ Kevin.
	5. Meet Director: Are all the checks in from Age Groups? Yes- they are. Three ties and extra awards were mailed out. Revenue balance is about $5,300 for the meet. Meet schedules are fluid with the COVID-19 situation. Is it possible w/draft 2020-2021 meet schedule with contingencies based on current situation. Gary & Nissa to meet and draft and bring to next meeting.
	6. Ways & Means: No Report. Nissa updated on Swim-a-thon. Nissa has reached out to USA Swim Foundation and extended to September 1. Many teams are in same situation. Previously received funds on canceled funds needs a Board Decision to return. Do they want to opt out or we will carry monies over to next revised scheduled event. Hillary will draft a letter and circulate for board review and then it can be sent by coach. Several Sponsorships have been received. Dana will spearhead working with these sponsorships.
	7. Membership: Nothing new to report. A few questions have been concerned about dues and fees.
	8. Coach: Gary sent an email to do drylands at home and to keep active. Gary updated on a July closure the week of July 3rd. Gary cancelled all airfare for April, and is going to cancel May coaches’ clinic. Gary is to work with Ericka to get passwords from office. Gary will also look into additional info from USA swimming and provide emails on drylands.
7. Committees
	1. Bylaws- Nissa is reviewing and picking up. She will be reaching out w/Kim. Nissa will go article by article. By next meeting, it’s possible to have a version and possibly plan for a work meeting.
	2. Gaming Funds: Dana. Gaming funds have been expended, and she is tracking closely.
	3. Handbook committee was pushed to summer season. It will be a huge overhaul.
	4. Public Affairs Committee: (As needed) Nissa updated that Age Grps. PR went outstanding.
	5. End of Year Party Committee: (New Ad-hoc Committee) Nissa, Dana, Christa and coach to become an end of year party committee. Dana is still proceeding w/caution. Party is still tentatively scheduled for Friday, May 8th and annual meeting. Looking at potluck style. Nissa will look at IMX program to see what’s needed.
	6. Team Growth Incentive Bonus Program: Tabled until next season given COVID-19 situation.
8. Unfinished Business- None
	1. New Business:
		1. Volunteer Hours- Christa moved to “Calculate all volunteer hours avail, and calculate parents and obligations for hours for those who have not met the hours.” Nissa seconded motion for discussion. Discussion for four families that have not met the hours. Dana’s option to prorate the March and April. Christa rescinded the motion. Motion failed. Dana motion for every active swimming account to add 4 hr. for March and 4 hr. April for current situation and closures. Nissa seconded the motion. Motion went to discussion. Motion carried.
		2. Dues:
9. Christa to move that offer option for membership refund for current closures, or defer payment to summer program which is to be determined. Hillary seconded w/discussion. Discussion included summer program and clarification. Christa added friendly amendment to clarify motion to only April and May. Motion seconded by Nissa. March billed will be addressed in a separate motion. Christa to recommend to take the refund situation case by case. Christa move to amend to Credit to next season’s program to the account. Motion seconded by Hillary. Discussion. Motion failed.
10. Dana motioned to suspend April dues to all accounts. Nissa seconded motion. Discussion on the table w/financial situations and COVID-19. A message with the communication and non-profit situation. Christa to offer friendly amendment to add not just a suspend April payment but option to opt out. Dana (original sponsor) seconded motion. Motion carried.
11. Nissa to motion case by case base on specific questions on March billing complications. Dana seconded. Discussion and Nissa rescinded motion.
12. Christa move to do not offer March refunds. Dana seconded. Christa called voted. Motion passes.
13. Budget- Non-registration fees. So budget items need balanced.

Nissa to motion to extend non athlete registration budget by $1900 and USAS non- athlete fees by $450 for spending authority. Dana seconded. Discussion. Motion passed.

* + 1. P/L Review–Table for next meeting w/ analysis and trending to our expenses as club. Agenda item for next meeting.
		2. Fundraising: (Nissa) To review the fundraising numbers and families that have completed will be tabled until next meeting.
1. Announcements: None.
2. Next meeting to hold April 22 at 5:30 PM. The location to be determined.
3. Christa to motion for Executive Session to 7:54 PM. 8:15 PM back on the record.
4. Christa motioned to adjourn meeting. Hillary seconded. Meeting adjourned at 8:17 PM.