**Ketchikan Killer Whales**

**Board of Directors Meeting**

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

**Rec Center Art Room**

**A close up of a logo

Description automatically generated**

1. Call to Order- Meeting was called to order by Woods at 6:41 PM when a quorum was met.
2. Roll Call – Confirm Quorum per Bylaws as deferred to Robert’s Rules
   1. In attendance: Hillary, Nissa, Dana, Maureen, Eryn, & Gary
   2. Absent: Kelli, Christa, Deb
3. Approval of the Minutes – Motion by Hillary to approve minutes of last meeting by wood w/unanimous consent. Motion seconded by Nissa.
4. Approval of the Agenda – Motion to approve (by Hillary) a verbal generic agenda based on last month’s agenda format from Robert's Rules.  Discussions. I’s were in favor. Motion seconded by Dana, and carried.
5. Public Comments – NONE.
6. Report of Officers
   1. President –No Report.
   2. Vice President-No Report
   3. Secretary-Update to Grants Spreadsheet. Put in for one grant but hit a wall with the timeline and signing. Maureen has been working hard adding many grant options to the spreadsheet and working on them.
   4. Treasurer – Provided updated P & L, and reported working w/Accountant. Everything “2019” has been provided to the staff accountant for the end of year. The year runs calendar 1/1-12/30. This includes the 990EZ form for report needs.  Dana is working on the chart of accounts for improved balancing. She, along w/Nissa, reported on deposits and concessions from Age Groups. She will be on vacation (out of country) for the next 3 week, and will process any payroll, bills, and deposits when she returns.
   5. Meet Director – Nissa reported on the success of 2020 Age Groups, and the positive feedback she had received from many teams. In terms of revenues collected at Age Groups, approximately $7k in revenues was generated. One that we will need to adjust in the budget is the fees for background checks, non-athlete registrations, and additional USA Swim Registrations costs for the kids. The House of Delegates (HOD) is April 17 to April 19, 2020. HOD is a place where coaches, and LSC officials from across the state meet and place bids for the next years meet schedules and locations. Dialogues are occurring now across the state w/many coaches and teams. Typically, the coach and/or one board member is able to attend. Nissa proposed sending two board members for a more active voice and a greater understanding of the bid process or new future process. A major part of the travel would be reimbursable like a 1/3 of hotel and 1/3 airline.  Nissa motioned to send the coach and upto two board members to the House of Delegates. Motion Seconded by Dana, followed by Board discussion. Board members discussed who could this year (Gary, Nissa, and one other-optional) . They also discussed which meets would important to bid on for Ketchikan including Southeast Championships, Senior Champs and Age Groups (which would be a hard one to get twice) Majority vote of I’s and Motion carried.

Nissa also was looking at the Swim fee structure (FOR FUTURE) for seasonal swimmers from $80 to $40, which encompasses a 150 day period for practice and time trials, but swimmers cant compete.

* 1. Ways and Means – No Report
  2. Membership – Maureen reported she is working a team scholarship for a swim family. She has revamped the old application and has many questions. She is working through the process. One thing she needs assistance on is the financial updates and committee shown as President, VP, Treasurer, and Membership. Maureen is also working on 3 First bank grants and working through research on several others. She is also looking at the handbook changes, opportunities on the $5 USA swim outreach fees (line items on USA registration form), and working w/Dana/Nissa on swim group alignment w/Budget.  She is also working on the public Facebook page. Results from tea
  3. Coach – Gary is feeling much better. Extra special thanks to all who supported him and brought him meals while he was under the weather. Gary is working on checking references for an assistant coach. He is working w/ and an interested swimmer as a Jr. Coach, and two 3 for an assistant coach.  Summer help and summer fee questions were asked about and briefly discussed. Last summer was a bad summer to use for comparison due to the 30 day pool closure, but prior year’s summer fees were around $125-150. Gary discussed locker room behavior and that he is going to hold a meeting next week with parents and swimmers regarding the stealing of goggles, gear, throwing of soap, and other locker room issues. He has discussed with Eryn the consequences and will review them at the meeting.
  4. Rec Aquatics Manager -Eryn is working w/Director Wendy several facility clean up items at the recreation facility. In terms of KKW and the Pool, there are a couple of items. The new temporary stairs that were purchased for KWW and Age Groups need to find a place to be stored outside the rec center. They cannot be stored in the pool storage room where they currently are. Nissa will contact Jason Harris and see if he has room.  Eryn also reported that the plastic file cabinet and plastic tubs w/old fins need to also be removed from the deck. Gary will see what he can do, and sort through the fins to see what we can get rid of.

1. Reports of Committees
   1. Bylaws – Nissa (Kim M., Jennifer)- None
   2. Gaming Funds – Dana-None
   3. Handbook Committee – TBA- None
   4. Public Relations – Nissa- None
   5. Tech Committee –Closed
   6. Hiring Committee- Closed.
   7. Team Growth Incentive Bonus Program – Gary- No Report.
2. Standard Order of business
   1. Unfinished Business
      1. One-Day Time Trials and any schedule amendments
      2. Contract
      3. Permit
      4. Fee Structure

New Business

* + 1. USAS Insurance Coverage
    2. Membership Board Member Position – Kelli or Christa
    3. Banner

1. Announcements --Board of Directors for the good of the order.- Parent meeting will be held Wednesday, 3/4 at 5 PM to address locker room behavior.
2. Next Full Board Meeting Will be held 3/25 at 6 PM.
3. Adjournment – Motion to adjourn meeting at 7:36 PM w/unanimous consent by Woods motion carried.