**Ketchikan Killer Whales**

**Board of Directors Meeting Minutes**

**January 8 2020, 5:30**

**Rec Center Art Room**

**A close up of a logo

Description automatically generated**

1. Call to Order – Meeting called to Order at 5:41 PM by Kelli.
2. Roll Call – Confirm Quorum per Bylaws – Kelli, Christa, Dana, Hillary, Nissa, Eryn and Coach Gary were in attendance. Deb and Maureen were absent.
3. Approval of the Minutes – Motion to move to approve the minutes w/unanimous consent by Christa. Motion seconded by Dana. No objections. Motion carried.
4. Approval of the Agenda – Motion by Christa to move to approve the agenda. Nissa seconded. Motion carried.
5. Public Comments –

* A & P Receipts (Update by Dollee Robinson) $10,000 was calculated in paper receipts collected, which equals $100 to the KKW account. Will be available next quarter. Action Item- Concur w/Lighthouse if the receipts will still be valid.
* Grant Opportunity (Matt Hagan) There is a Grant opportunity for up to $3,000 a year by First Bank. Ideas include canned drive or other similar drives. Ask Maureen to talk to Matt/Sheila for Drive and opportunity for team.
* Amazon Smile- Dana/Nissa to look into.
* Rocky/Matt-Master’s Swimming- Group. Prelim. Meeting held. Masters would be set up under KKW at $35 per month, pay pool rate and other fees. Gary would coach 3-4 times a week, with workouts in the box on deck. Masters would not interfere w/KKW at all. Gary to get coach certificate through masters also. Gary to assist. Matt/ Rocky to put proposal packet together to board for next board meeting. Look at scope of work, and compensation.

1. Report of Officers
   1. President – Kelli reported that the gaming contracts are signed and updated. The annual report is due, State of AK(Nida) will likely need to file an extension through April. This has been the pattern over the years. Kelli asked about training certificates for Board Leadership 101- Christa, Nissa, Hillary, and Kelli have completed. Still pending – Deb, Dana & Maureen. Christa to confirm.
   2. Vice President – Christa report that there is a shadow opportunity by Shelly for Coffee Sales. An Ad to parents for position. Christa to shadow. Christa also asked about P & L. See Treasures report below.
   3. Secretary- Hillary is working on Grant spreadsheet. Idea to Board of Directors is one for each board or parent to work. Excel Spreadsheet and Notes uploaded to web. Google Drive is UpToDate w/E- filing.
   4. Treasurer – 2020 budget was approved by board. 2020 will be posted to Team Unify under Club Structure. Hillary & Dana to communicate. Tax forms for quarter and payroll are completed. Next meeting, we will have P & L. Dana has been working with new parents and discussing billing. Dana will research Amazon Smile. Dana will get needed info to gaming permit for the final annual report once received. Swim-a-thon date still needs to be determined.
   5. Meet Director –Nissa reports we are in good shape for Age Groups. Members on deck (Officials/coaches/kids) must be registered with USA swimming memberships, and up-to date on backgrounds and training. Our members and kids are up to date. Nissa is working on entries as part of meet director roles and will be posting for age groups on specific groups. Hospitality/concessions/Timing, etc. Special Planning Meeting is needed prior to streamline and walk through the game plan on February 1 directly after the time trial at the Landing. USA Swimming insurance language will need researched for large meet. Also, opportunity for a clinic on 2\13 with AK LSCs. Nissa reported at Mike Smithers: Revenues: $82 for concessions, $225 T-shirt $1656 for total.
2. Ways and Means –Absent-
3. Membership –Absent- Board needs to Set date for final meeting. Friday, May 15 is tentatively for end of year banquet. Gary would like week earlier or week later- May 8 or 9? Base has increased security and a more formal list. Committee recommendation. Will add standing committee for Banquet planning.
4. Coach – Mike Smithers went well. Gary is looking at making changes for next year. Gary is working on 2021 meet time trial planning, and upcoming meets. Currently we have 15 Age Group times and several JO times. He reported we have 9 new swimmers, and 2 still pending registration. 25 new swimmers since Gary has onboarded, and we are up to over 50 swimmers. A few HS swimmers are returning. Emma is returning from leave next week. The Assistant Coach is posted on the web. He will need to post in places like Sitnews and Access. Gary to attend Central States Clinic in Oak Brook on May 16 and 17. Fee Structure dialogue and naming will be deferred to next meeting.
5. Reports of Committees
   1. Bylaws – Nissa (Kim M.) – No updates until after Age Groups.
   2. Gaming Funds – Tabled
   3. Handbook Committee –New Year Initiative- Table until after age groups.
   4. Public Relations – Maria Dudzak coordination and the newspaper Spencer. KPU opportunity. Live stream? Add to Age Group planning meeting.
   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.
6. Standard Order of business

Move to amend Time Trial for January 31 to February 1 to just February 1 and one day only and provide Gary the leeway to adjust previous approved time trial schedule. Christa Motion/Hillary Seconded. Friendly amendment accepted.

-Suggest we do a swim a thon for Time Trial on 3/27. Time Trial on 3/28. Plan to have the pool 8-12 for March 27 to 28. May 15-17 Corvallis Meet. Dana move to remove Corvallis Meet. Nissa second. Motion carried. Table Hawaii Meet. Table summer break for a couple weeks.

* 1. Unfinished Business
  2. New Business
     1. Item – Fees & Group Schedule Tabled for next meeting.

1. Announcements -None.
2. Next Meeting- January 28, 2020 Tuesdays at 5:30 PM.
3. Adjournment – Motion by Christa to adjourn. Hillary seconded. Motion Carried and meeting adjourned at 7:25 PM.