# Minutes of CMAC Board Meeting

# March 13, 2017 at 6:00 pm

# Held at Yankee Grill, Renton, WA

1. Brian Janssen
2. Dave Derwin
3. Rob Wright
4. Andy Caine
5. Dale Koetke
6. Andy Stines
7. Eric Van Valkenburg
8. Kelly McCann.
9. Maureen Valasses
10. Barney Cohen
11. KC Holm – not present
12. Peter O’Kane – not present
13. Tom Honeybone – not present
14. Tracy Ballweber
15. Tom Loeser

**Invited Guests:**

Dale Koetke – Program Administrator

Laura Derwin – Director of Advancement (Sponsorship/Fundraising)

Tom Loeser – Director Candidate

Andy Caine – Director Candidate

Barney Cohen – Director Candidate

Clark Lindsay – Director Candidate

# Approval of minutes

The Board unanimously approved the minutes from the last meeting.

# Reporting / Action Items

## Board Matters

* The Chairman of the Board, Mr. Janssen, noted that four Directors resigned since the last meeting: Mary Egan, Angela Niemann, David Thomson, and Hillary Ohara. Mr. Janssen thanked these members for their excellent service and significant contributions and wished them well on future endeavors.
* Mr. Janssen reminded the Board that replacement Directors were needed in the interim until each of the retired Board members’ terms ended as permitted by the By-Laws. The following individuals were presented for vote by the remaining Board members:
	+ Tom Loeser
	+ Andy Caine
	+ Barney Cohen
	+ Clark Lindsay
* The Board voted unanimously to have these individuals fill in as temporary Directors.
* Mr. Janssen also provided an update regarding on-going discussions with Crystal Mountain (CMI):
	+ Race lodge: would like to build a race lodge, but this is a couple of years out; discussed potential locations on the mountain
	+ Snowmaking: still looking at timing of when this can be implemented
	+ Finish shack: would like to build a new finish shack this summer; needs to be mobile
	+ Update the current CMAC shacks this summer
	+ Storage for race equipment is an urgent need; discussed potential locations

## Financial Update

* (Reviewed the Financial Reports circulated to the members via email prior to the meeting)
	+ Overall, CMAC is on track with regard to the budget noting a surplus for the first time
	+ Fundraising, sponsorship and the auction were all significant contributors to this factor. Mr. Stamnes thanked Ms. Derwin for her contributions in this space
	+ Tuitions were a bit under forecast due in part to a decline in older racers, but noted that longer term forecasts suggest a positive turn-around given the large number of younger racers
	+ Recruitment of Saturday Prep racers to the Sunday program was tabled for the upcoming Board retreat
	+ Summer camp budget forecasts may be a bit high, but sign-ups are still occurring and updates will be provided at future Board meetings
	+ CMAC continues to break even on races
	+ The Board over-budgeted with regard to volunteer buy-outs
	+ Season ski passes were higher than what was budgeted for due to an increase in prices by CMI
	+ Travel expenses were higher than expected with regard to the FIS races
	+ Equipment expenses were higher due to the need for new race gates
	+ Capital expenses were lower than expected spent only 50% of what was allocated (mostly related to timers)

## Program Administrator

* (Reviewed Program Administrator’s Report circulated to the members via email prior to the meeting)
* The Program Administrator covered the following topics:
	+ No changes were noted regarding enrollment numbers and the CMAC portal was working good
	+ Mr. Koetke mentioned that he was still waiting for estimates regarding summer camp costs
	+ Confirmed time of the upcoming Board retreat on April 29, 2017 at 9:00 a.m. PT
	+ Inquired as to who would be attending the upcoming PNSA convention from CMAC
* Mr. Loeser reminded the Board of the USSA opportunity regarding officials training and the need for additional licensed officials at races

## Program Directors Report

* Briefly reviewed Directors Report circulated to the members via email prior to the meeting, but it was noted that Mr. Lauba was not present due to his absence at a race and that further updates would be provided at the upcoming Board retreat.

## Advancement Report

* (Reviewed Development Update Report circulated to the members via email prior to the meeting)
* Ms. Derwin noted that there were no new updates since the report
* Discussed potential new sponsors and the need to do a better job of coordinating CMAC’s progress to current sponsors
* Would like to discuss new race panels and nets with Mr. Lauba; agreed to address this at the upcoming Board retreat
* Discussed the potential need for a full-time dedicated volunteer position for the spring banquets
* October 13, 2017 was given as a potential date for this year’s auction to take place at the Mercer Island Community Center

## Workgroup Objectives and Assignments – Updates

Race Committee - review of Race Committee Report

* Mr. Derwin noted that the program received good feedback regarding races this year
* Discussed the timing delays at the Sallie McNabb took place including the pros and cons of wireless versus wired timers, but noted that the racers and families still had a good time in light of the delays

Coaching Excellence – review of Coaching Excellence Report

* Mr. Honeybone discussed the current results from the recent survey and noted the following:
	+ A reminder to families and racers (U14 and above) should be given asking them to complete the survey before the deadline
	+ Communication between coaches and their racers/families still seems to be an on-going issue, but noted that overall feedback is positive

Office of Fun – representative not present; further discussions to take place at the upcoming Board retreat

Other Business

* No other business was noted

# Adjournment: ~ 8:17 p.m.

* Motion to adjourn the meeting: Proposed Mr. Janssen, Seconded by Mr. Stines, approved Unanimously

# Next Meeting: April 29, 2017 @ 9:00 am

Home of Mr. Janssen

Prepared by: Andrew Stines, Secretary to the Board of Directors