**Minutes of CMAC Board Meeting**

**March 5, 2018 – 6:00-8:00 p.m.**

**Held at Yankee Grill, Renton, Washington**

## Board Members Present/Not Present:

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

**Invited Guests:**

Dale Koetke – Program Administrator

Alan Lauba – Program Director

Laura Derwin – Director of Advancement (Sponsorship/Fundraising)

Scott McCartney – FIS Head Coach – not present

# Approval of minutes

Ms. Ballweber motioned to approve the minutes from the last Board meeting. Motion seconded by Mr. VanValkenburg. Unanimously approved by remaining Board members.

# Reporting / Action Items

## Financial Update

* Board discussed the finance report. Overall, finances are in order with some anticipated ups and downs. Races and camps werabout break even. MM kids’ tuition offset lower revenues from older kids. Shacks cost $75k, over the budget. We should be careful about all our projects and the costs. Overall budget forecasts that we will break even. FFE about $100k. This can be used for capital investments, and we can look at additional fund-raising. We should try to break even annually with tuition, and use the auction proceeds and FFE for additional improvements. Need to discuss how snow-making factors into these discussions going forward and whether that can come from FFE. Next year’s project is to complete the new finish shack for Gold Hills.

## Advancement Report

* Discussion took place regarding the upcoming CMAC Banquet.

## Program Administrators Report

* Several families did not complete their volunteer time. Some families stated that all the spots were full when they went online to sign up. We should discuss whether we can allow these people to sign up for basic jobs on Saturdays before the rest of the club signs up.
* Mr. Krohn has a lot of merchandise from the CMAC store to unload.
* Survey is currently on-going.

## Director’s Report

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* Many of the Prep families thanked Alan at SMC for the great program. Advanced Prep took several kids to the Summit for additional race.
* U14 group has dwindled and had some injuries. Most kids are splitting time with another sport.
* FIS/U16 kids having fun but there were more injuries.
* Race this weekend and race crew is delivering B-nets today.
* Summer camp dates are out, will finalize costs soon. Parent chaperone(s) for younger kids’ rooms at camps.
* Alan stated that he will be the head coach for U16 Regionals and will be strict and do random room checks with all coaches. Will send email to all kids attending to warn/advise all athletes about random checks. We talked about tools for knowing what’s going on between kids when they aren’t getting along.

## Coaching Excellence

* Still reviewing survey results and how to make improvements. Very positive feedback regarding the Phillips (JP and Tatum) and their efforts with the coaches.

## Race Ops

* SMC finished at 1505 with coach challenge too. Thirty second intervals with a couple skips for crashes and only a couple re-runs. We need a second PA system — maybe wired and attached to new shack for awards ceremonies. We need to recruit people for USSA officials positions.
* We need a new finish shack – Ms Holm will discuss new shack design with Mr. Janssen.
* Question: Do we need a back-up/portable start shack? MRST has a small one that works well, not too heavy but sturdy. We should investigate further. Mr. Cohen recommended “Rainy Designs” as a possible option.

## Other Items

Facilities/Snowmaking

* Mr. Janssen stated that this needs a lot of man power - requires numerous volunteers to do maintenance work: painting, staining, etc. We need someone to manage all that.
* Mr. Janssen thanked Mr. Caine for help with board development; Mr. Caine drafted a scorecard for board president position. Mr. Janssen asked the Directors to review and provide feedback.
* Mr. Janssen also requested that interested candidates for President should write-up a one-page self-endorsement and provide back.
* Four Directors retiring from the Board this year: Mr. Janssen, Mr. McCann, Mr. O’Kane and Mr. Honeybone.
* Mr. Janssen asked Board members to review the list for new candidates and reach out. Several Directors chose names and promised to do so.

Character Development/Code of Conduct

* The Disciplinary Committee issue is close to being resolved from an investigation stand point.
* A key take-away for the organization is how do we best leverage what we’ve learned to prevent/address similar issues in the future?
* We should consider best practices for other sports clubs and leverage what’s appropriate. Additionally, we as an organization should be considering how we measure one offense against others; first offense versus additional offenses and punishments that are commensurate with the offense. Mr. Janssen stated that we should also consider punishments that are positive for the organization and that teach hard work and not necessarily restrict training.
* Mr. Janssen asked the Directors to re-review the current Code of Conduct and its implementation; consider how we as a Board can help the organization improve communication and reporting, and; consider providing additional education for our coaches. A Committee will be organized around this at our next Board meeting/retreat.

## Adjournment: ~ 8:20 p.m.

* + Motion to adjourn the meeting proposed by Mr. Janssen; seconded by Ms. Ballweber; approved unanimously.