**SCKC Seattle Canoe and Kayak Board of Directors Meeting Final Minutes**

**September 15, 2020 on Zoom**

**Members attending online**: Jason Frisk, Cynthia Cozza, , Liz Graff-Brennen, Gerrie Hashisaki, Tracy Landboe, Steve Wort, Justine Barton, Karla Ogle, Kathryn Orr and David Jennings

Meeting live agenda started at: 7:12 by Steven Wort.

**Agenda Review:** there were no amendments

**Minutes:** Justine Barton asked for a review of the previous 2 months minutes. The final July minutes were sent out after edits. Justine gave a brief review of the August minutes draft version. The minutes were accepted and approved by all present.

**Live Agenda:**

**Finance committee report**: Gerrie reported we are no longer getting any financial reports. Jason did receive budget approval. Our total fund balance is down $6,000.00 due to the transfer of the agreed upon funds to the new boat house fund account. This should put us at around $10,000. Anticipated expenses this fall/winter include container rental for next fall along with insurance. We are anticipating around $6,500 in costs for this year leaving us with $3,200.00 in total funds balance for next year. Jason has not yet been able to get a confirmation on insurance costs.

**Communication website and newsletter report:** Kathryn Orr reported the social pages have been updated with more current information and photos. She is testing out new pictures on our Instagram to see how that goes. Seems to be well received. Using the Instagram updates to keep community engagement up during this time we are closed. Still working on the new Facebook layout. Kathryn reported it is a strange format on the web and will take a bit of time to figure it out. Working through the Face book red tape to move our club to a nonprofit status which would allow us to fundraise on the platform. Still need to reach out with Eli and Steve Small to take a look at the club webpage. Liz asked about the security of our fundraising site and email contacts. Steve clarified we would be relying on constant contact to protect our contacts. We can check with Tami Oki and Jill MacCorkle to see about access. Gerrie asked Kathryn about how to access the clubs Instagram account. [seattlecanoekayakclub@instagram.com](mailto:seattlecanoekayakclub@instagram.com) Kathryn will send out the links for both our face book page and Instagram noting it would be good to have everyone on the board taking a look at what we are posting. Justine added we will have more information and material forthcoming as the new boat house project moves forward. Kathryn is keeping in contact with Lagunita’s about doing a fundraising event in a safe way in the future if that is tenable.

**New boat house report and update as well as small craft center** - Jason reported the new 8”and 4” water mains are installed to the facility. Contractors burrowed under the golf course and installed the new lines. Mike Stanley reports the city is dragging their feet on moving forward with putting the project out to bid but it will happen as soon as the city gives the OK. Jason confirmed the $6,000.00 will be used exclusively to set up the boat house for canoe and kayak. The middle dock will be moved to the North side of the apron. The northwest corner of the shell house will be landscaped to allow a new access door to be placed during construction. This may be a task we need to take on ourselves. Other issues with the facility currently closed down include, we had people climbing up on the roof of the shell house and then jumping into the lake. Kids were also swimming in between the gates and the boathouse. So we repaired and patched the fencing to prevent kids from swimming under the gates. Jason has asked the Advisory council membership person, Sebastian if he could expedite paperwork for new council members. For example, Kathryn and Cynthia who turned in their paperwork last January and were just recently approved. Nine months is too long to approve volunteers for the councils. Sebastian has written emails to board members inquiring about how things are going. Jason informed the board that the small crafts center was the only parks and rec groups that submitted plans for running programs this fall. The proposal went to the aquatics manager and the director and should be moving up to the Mayor’s office. There still has been no news from above, which is probably not good. The proposal ranks number 4 on the city list of priorities as of the 15th of September and It’s not looking like anything is going to happen. Program submitted include small programs for canoe, kayak and rowing for kids at risk and seniors with scholarship dollars. JF showed the city’s list of priorities and that our plans did make the list as a 4th priority which is better than nothing.

**Fundraising report:** Justine and Tracy reported the progress which is ongoing on the Erik Hughes 50 K fundraiser. There are still a few details which need to be finalized with the gift giving website to ensure donations go into our 380 A accounts. There have been issues ongoing and in the past with donations from SCKC supporters going into the rowing account and not crediting canoe/kayak. Also, there is still some work to be done on the webpage to ensure the information we gain from donors is stored and collected in a safe way. The current plan is to launch the fundraising push on November 9th, the same time of the year as we would normally have the Eric Hughes Regatta and Frostbite Camp. Provided the accounting details can be fixed.

**Other business:**

Gerrie asked a question about the quarterly fund-raising report and JF noted they should be going out soon.

Jason informed the group we have about 11 % of the kids in our programs that need scholarship support in order to participate.

Gerrie asked about the possibility of running a small program out of Mount Baker if things open up during our construction. Jason was doubtful but will talk to Kaufman about it as they talk each week. He will follow up and report back.

Liz – No other business

Tracy - No other business

Kathryn – Asked if when we move back to in person meetings do we need to update our Safe Sports training again. Jason replied we do require all staff to take it. However, this is not currently a priority because we are not running programs. Once we start again we will be pushing to get everyone recertified.

Cynthia – No other business

Justine – mentioned we had talked about a possible retreat for the board. After we move the boats and prepare the facility for the new building construction, to brainstorm ideas for the new SCKC and a plan for the future. Possibly shoot for a November time frame…

Karla – No other business

David – mentioned the cost of the refitting the shell house for canoe and kayak and how we are going to do this should be a part of the brainstorming meeting.

Steve – asked if anyone had any ideas for new board members looking forward to next year.

Guest Melissa – informed the group as to what the Discovery Park council is working on and the challenges they are facing.

Steve asked Jason about the email from Sebastian Williams confirming contact information. Jason reported he sends an updated roster every year.

Steve proposed to adjourn at 8:17 pm

Proposal was accepted and the meeting/call ended at 8:18 pm

Draft minutes prepared by Tracy Landboe. Per edit made at 10/20/20 Board meeting, Final minutes submitted by Justine Barton.