Northern Division Board Meeting Minutes

November 2, 2023

MEETING DATE and TIME

Date of Meeting: November 2, 2023
Time of Meeting: 6:00 – 8:00 PM

MEETING LOCATION

Location: Zoom

MEETING ATTENDEES

Tim Hinderman, Vanessa Selby, Craig Krueger, Jim Klug, Jessica Wolf, and Erin Renna (ND manager),

The board meeting of Northern Division Board of Directors was called to order at 6:00 PM on Thursday, November 2, 2023 by Northern Division Board President Tim Hinderman.

APPROVAL OF AGENDA

The agenda for the meeting was distributed by Tim Hinderman and approved by the Board attendees.

CONSIDERATION AND DISCUSSION OF OPEN ISSUES AND AGENDA ITEMS

1. Bylaws Discussion and Review – Tim

a. The board reviewed the current bylaws of Northern Division and reaffirmed the staggering officer positions of board members.
b. Discussed the term of the division athlete representative term and agreed that it could be a period of up to 10 years after final year of competition.
c. Reviewed articles relating to ND board meetings and annual requirements for meetings, including the stipulation that the Board of Directors shall be held at least once every six months and shall be called by the president.
d. Discussed updated title from "Business Manager" to "Division Manager" and the desire to clarify and add to roles and responsibilities under Article VIII, paragraph 5.
e. Discussed desire to strike the final sentence in Article VIII, Paragraph 2 (Vice President description) *("The Vice Chairman shall be the Chairman of the Development Committee.")*
f. Discussed updated language in Article X pertaining to ACC Committee appointments. RE: Who appoints ACC Committee members, who approves the members (ND Board), and the extension of the ACC Committee term from one year to three years.
g. Agreed to update ACC membership list and add/update on new ND website.
h. Discussed clarifying with ACC terms and current status of the nine ACC members, with the desire being to rotate off or re-elect three ACC members each year. Erin will meet with LaRue to clarify term status and updated member list.
i. Discussed the desire to update and amend bylaws (Articles VIII and X). Jim and Erin will do a draft mark-up of existing Bylaws to reflect discussions and proposed changes. At that point, draft will be sent out to all ND Board Members for final approval before being sent to a volunteer attorney for legal and language review.

2. Financial Report – Vanessa
    a. Discussed financial summary and numbers from 9/29/23 vs. current numbers from 10/31/23. Agreed that more work needs to be down to reconcile numbers and ensure that all incoming funds have been coded correctly.

b. Reviewed updated budget (revised) for 2023-2024. YE23 budget showed net income of $23,638.76. Revised budget for 2024 shows net income of $27,511.00 based on recently approved race schedule for coming season.
c. Discussed increase in head tax for ND races ($2.00 for coming season)
d. Shared head tax breakdown for coming season on both scored and non-scored events.
e. Reviewed membership and race registration trends from 2015 through today.

3. Manager's Report – Erin
    a. Erin reviewed her "first 90 days on the job" – A lot of lean up and learning systems and platforms. Three months into the position, Erin feels like she is up to speed for most areas. There will be continued work on QuickBooks and financials, but she is working through all financial issues with Vanessa.
    b. Alaska U16 plans are coming together – lodging has been booked.
    c. Still working on Steven's Pass U18 details and logistics.
    d. Finalizing lodging details for U14/U16 Tri Divisionals at Big Sky and Bridger.
    e. Erin is ready to move forward with Championship jacket orders for the coming season, Erin has been collecting athlete sizes through survey.
    f. A lot of continued work on website updates. Work continues.
    g. Handbook edits and updates continue.
    h. Meeting is planned for November 7 for reviewing division awards and trophies.
    i. ND officials training for the season has been completed, with 30 participants completing training in a variety of roles.
    j. Discussed U14 participation at YSL races. There is a need for clarity on which U14s (if any) can attend and participate in races. Erin will send a memo to teams emphasizing the importance of stating policy in all race announcements.

Next ND Board Meeting will be planned for evening of December 12, 2023 at 6:00 PM. Tim will send Zoom announcement and details.

Meeting adjourned at 8:00 PM