

# BOARD MEETING PSIA-NI

Date: 03/23/2020

Time: 6:02pm

Special or Regular Meeting: Phone Conference Regular

## Board Members:

Present:	Tom Koto	Interim Executive Director
	Fernando Veloz	President & Board Member
	Christian Luening	Vice President & Board Member
	Deann Miller	Secretary & Board Member
	Walt Coiner	Treasurer & Board Member
	Colleen Morishita	Board Member
	Paul Blaylock	Board Member
	Mason Frederickson	Board Member
	Angela Bovee	Board Member
	Cortney Bayuk	Board Member

YES	NO
X	
X	
X	
X	
X	
X	
	X
X	
X	
X	

## Committee Chairs

Present:	Weylin Barrett	Professional Development
	Ben Roberts	Alpine Certification
	Eric Zimmerman	Alpine Education
	Jake Bolin	Snowboard Certification
	Matt Larson	Snowboard Education
	Jake Bolin	Freestyle Chair
	Steve Haims	Nordic
	Mike Erlbach	Senior
	Jani Sutherland	Children's
	Chuck Chiu	Adaptive
	Martina Vale	Newsletter
	Colleen Morishita	Website
	Walt Coiner	National Representative

YES	NO
X	
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
	X
X	

**Proxies?** No

**Quorum?** Yes

**Votes:** 02/24/20 meeting minutes

Minutes from February 24, 2020 conference call posted for review: Motion for Approval by Walt, Christian seconded, Approved by vote

**REPORTS:**

**1. President's Update: Fernando Veloz**

**a. Means/Ends Update Initiative:** Consideration should address how Ends and Means affect members and resorts, at what cost. Ends and Means gives PSIA-NI the ability to measure year to year performance and outcomes. We need to incorporate a lot from strategic standpoint and vision of focus for next 3-5 years. Needs to be set up for success.

**Key Point: Still in process. Ends and Means gives PSIA-NI tool to measure performance and outcomes of benefit to schools, resorts and members promoting education. Strategic standpoint and vision for next 3-5 years needs to be incorporated.**

**Action: Focus group needs to get finished for mid-April review by board.**

**Followup: Focus group? Board review mid-April conference call.**

**2. National Board Rep Walt Coiner**

**a. Update March:** Our plans aborted...not worth chancing with Covid-19. All office staff are working from home continuing to look toward June meeting, although may be virtual. Another one of Ends to focus on is being worked on but at this point the year is pretty much shut down for events and meetings.

**Key Point: National Board meetings will likely be reconfigured to virtual due to Covid-19.**

**b. Financial Status Update:** Can't provide financial statement as to where we are \$5,569 in checking as of today. Edward E Jones has taken a loss in stocks. Exposure is not as deep in stocks, so losses aren't as bad as expected. As of today, we have lost 16% from February high from of \$128,231.22. Hasn't been able to do QuickBooks work but have requested some documentation to complete year end and is waiting for information from Executive to finish document as far as division. Edward E Jones is money left over from years past and present and is a running account of money that we have available for operations. EJones is not tagged for anything and is pretty much liquid. \$10,000 at this point is probably more liquid than the rest. It does bear interest going forward. These figures do not include money with Idaho Community Foundation. There would be likely

another \$2,500 incoming from them that we have been funding for scholarships this season from our accounts.

**Key Point: Accounts have taken a financial loss, but exposure measured at this time.**

**Action: Finish QuickBooks work and reports pending documents.**

**Followup: Tom will check to see if we have received Idaho Community Foundation funds for scholarships.**

### 3. Interim Executive Director's Update-Tom Koto

- a. **Early Ski Season Updates—Training Clinics, Certs, Other Items:** We were able to hold Alpine Level 2 and 3 exams at Brundage, Children's Specialist 1 at Brundage and Level 1 Alpine at Magic (9 more Level 1 instructors added). The Soldier group was not able to participate due to conflicts. Got some good excitement from Magic and Soldier. Goal was to reduce cancellations this season and we're well above pace until we had to shut it down. Had to cancel Symposium, Level 2, Adaptive and Alpine at Bogus. Committee for ends and means? Plan and location to offer CEUs to SV instructors.

Difference this season from past...school directors and management staff have been instrumental in setting up events throughout the season...requesting, filling and even paying for out of their own budget. Schools are stepping up and promoting and allowing members from other schools to participate.

- i. **CEU's Contingency** Some divisions are allowing members to make up courses online or carry over until next season. We will get report from AMS to determine who is in arrears and help them find CEU opportunities. Operational Leaders having conference call this Thursday on COVID 19 and continuing ed. Looking to open to members outside of those divisions to participate.

**Key Point: Successful year for events with less than 50% cancellations. CEUs will be addressed to give grace and/or help members find online alternatives.**

**Action: Tom will get report from AMS to see who needs CEUs.**

- b. **Awards—Nominations:** One nomination for rookie, one nomination for instructor. Walt will put forward a lifetime membership nomination for a Sun Valley instructor, John Cruise. Awards normally happen at Symposium and a contingency plan will need to happen this year.

**Key Point: More nominations and participation from contributors desired.**

**Action: Walt needs to find out if John Cruise is current with membership and CEUs...he is not on our PSIA-NI current roster.**

**Followup: Tom has sent out two reminders to schools asking, he will follow up again.**

- c. **Board Member Elections:** We have five candidates for three positions. We will ask candidates to write a short bio and vision statement and get those and get those printed and mailed out in time for conference call on the 27<sup>th</sup>.

Survey Monkey should be an option for online voting for the Board. Code gets sent out to all members and that code can only vote once. Colleen will look into it in the next couple of days and see how much? Survey Monkey allows 10 or less questions is free. If we can't use that, we'll mail in. Colleen will let him know in next two days.

It falls to the Secretary to oversee and operate the election. Colleen will work with Deann to administer the election. Look to Tom to find out who the nominees are. We would still be administering through the Board perspective.

Walt: 10.4.3 the secretary shall maintain an audit and attest to all election procedures. Secretary will run, audit and attest. We may need to change return address to Secretary.

**Key Point: Secretary will oversee the election and hope to use Survey Monkey. Candidates will be asked to provide a bio/vision statement for voters to consider. Want to have done by next conference call April 27, 2020.**

**Action: Secretary set up election and get to members. Tom to get current membership count and list.**

**Followup: Determine if we can use Survey Monkey.**

## **NEW BUSINESS BEFORE THE BOARD**

### **1. Other Business before the NI Board**

Are we paid up on staff members and when we will get them paid? Tom just submitted payroll. Some staff have not entered time sheets, some have and not all have been paid.

#### **a. Finalize Executive Director Job Description**

There is not one yet for NI specific? How is this coming about? Colleen has written a rough draft of one last summer but has questions that needed to be answered and she sent to Fernando, Christian and Tom. Colleen will resubmit to them and they will talk through. This goes hand in hand with Ends and Means. Christian, Fernando, Tom and Colleen will look at to get it taken care of.

**Key Points:** Tom just submitted payroll, has done three this season. If staff has not been paid they can resubmit request. Executive Director job description still in rough draft, some questions remain.

**Action:** Tom to reach out to division chairs to see if their staff has been paid.

**Followup:** Payroll numbers will need to get to Walt so adjustments can be made to the checking account. Finish Executive Director job description.

**2. Social Media Update—Colleen, Mason & Tom Working Group**

Improvements happening at getting this posted sooner. We still could use some points of contact at individual schools to have more postings.

**Key Points:** Still need to identify school points of contact and get better at keeping up with posting. Colleen will give permission to allow others to post.

**Action:** Determine points of contact.

Weylin: thanks to board and Tom, better support and on a new track. Efforts put forth recognized by staff. Our end of season lesson: usually the difficult or hard choice is the right choice. If it's easy, it's likely not right. We'll try to engage members during the summer for CEUs, maybe paddling, biking, etc.

3. Next Meeting Board Conference Call April 27, 2020

4. Adjourn: 7:06 regular call, board will continue without Tom & Weylin

**RESOLVED ITEMS**

Meeting minutes approved for 2/24/20

**NEEDS TO BE DONE:**

Policy Governance Ends.

Budget

Secretary to conduct Board Elections.

Identify social media school contacts/member outreach

Complete Executive Director job description

