# Ski for Light, Inc.

# Executive Committee Meeting

# July 16-17, 2022

# Cincinnati, Ohio

# Minutes

**Welcome**. Julie Coppens, President, called the first session of the meeting to order at 4:00 P.M. Eastern Time on July 16, 2022.

**Roll Call**. Judy Dixon, Secretary, called the roll.

Present:

Julie Coppens, President

Krista Erickson, Vice-President

Judy Dixon, Secretary

Tim McCorcle, Treasurer

Bob Hartt, Director-at-Large (virtual)

Mike Evelo, Director-at-Large

**Approval of May Exec minutes**. Julie moved and Mike seconded the approval of the minutes of the SFL Executive Committee meeting of May 11 and 18, 2022. The motion passed unanimously.

**Treasurer’s Report**. Tim reported that the balance in the Wells Fargo checking is $128,956.70; savings is $74,813.62; total at Wells Fargo is $203,770.32. Fiscal year 2022 has ended. Tim is wrapping up the loose ends. He expects to have the books closed by mid- to late August and hopes to have the 990 finished by the end of October.

**2023 Event Update: pricing, meals and bar, COVID protocols, on-site transportation etc**. mike reported on the planning for the 2023 event. He is continuing to discuss our various options with Snow Mountain Ranch as they plan their staffing configurations for this winter. At the moment, all year-round staff are required to be vaccinated but this may change. It was agreed that it still makes sense to require vaccination for everyone in our group, and highly recommend that people receive available boosters for which they are eligible. On-site transportation may be limited. They are exploring options to provide additional capacity.

**SalesForce implementation update (and 2023 Event applications final details).** Judy reported that our SalesForce implementation is going well. Amy is beginning to conduct training sessions for applications coordinators. Amy says there is about a 50% chance that SalesForce will be ready to accept application data on August 1. Alternatively, we can begin to accept applications in the traditional manner and it is a relatively easy matter to switch over to SalesForce. It was agreed that applications would go live on August 15, and acceptances would begin on September 15.

**FY 2022 Budget and other Finance topics for discussion**. Bob is planning to meet with the Budget and Finance Committee at the end of July and expects to have a draft budget document to the Executive Committee by the beginning of September.

**Birkie 2023 presence**. Mike reported that arrangements for Birkie participation went well last year. He could use some additional help for next year. Julie believes that there is enough interest. Mike said 2-3 people in the booth at a time is ideal. The handout needs to be revised.

**Board and Executive Committee Minutes**. Since there is often a significant amount of time between Board or Executive Committee meetings and minutes must wait for approval. Judy moved that Minutes of Executive Committee and Board meetings not be posted to the Ski for Light website until the respective entities have had an opportunity to comment on them and propose revisions. When draft minutes are completed, the Board and Executive Committee will be given two weeks to review them and send their comments. When revised minutes are distributed, they can be posted to the website. Official adoption will be done at the next meeting. Tim seconded the motion. The motion passed unanimously.

The first session of the July 16-17 meeting adjourned at 6:05 P.M. on Saturday, July 16, 2022. Julie called the second session of the meeting to order at 8:30 A.M. on Sunday, July 17. All members were present.

**Treasurer’s Report**. Tim provided additional information for the Treasurer’s report. The balance in the Paypal account is $18,317.76 so the total cash amount is $222,087.88. The balance for the Banker’s Trust restricted fund is $442,047.41; there is $111,908.49 in the unrestricted fund so the total at BTC is $553,956.

**Future events/50th Anniversary**. Cara and Marie plan to visit Rheinlander, the venue for the 2024 event some time this winter. Plans have begun for the 50th anniversary event in 2025. The Site Selection Committee has looked at venues in Colorado but it looks like costs and limited ADA rooms put the Colorado venues out of our range. Other possibilities include the Provo, Utah area or the Minneapolis area. A larger event is anticipated. Marion Elmquist will be chairing a committee that will explore suitable activities to commemorate the milestone.

**Committee Roles**. Julie reviewed her proposed list of committee and other roles.

**SFL Office, filing, phone, mail**. Krista expressed concern that organization files are in different locations. We have begun efforts to archives our historical records and we will be seeking funding to digitize them. Julie will talk with Marion and the Sons of Norway about the current situation with regard to forwarding our mail, storage options, and so forth. One option is to scan our current documents and store them online. We need to explore online file management options.

New Code of Conduct Policy implementation. Cara is working on a Code of Conduct handbook to be a guide for anyone needing to implement the policy. We may have someone attend the Board meeting who could provide training on the policy so Board members would feel more comfortable with it.

**Future Meetings. It was agreed that the Executive Committee would meet virtually on August 24 and again at Snow Mountain Ranch on Friday, September 30. The October Board meeting** will be Tuesday, October 18. Judy will look into using Groups.io calendar.

The meeting was adjourned at 11:30 A.M. on July 17, 2022.