

ISLAND TRAILS NETWORK
Regular Meeting Agenda
11/13/2019 12:15 PM
KFRC Large Conference Room

1. Roll call/quorum
2. Approval of Agenda
3. Approval of Consent Agenda (5 min)
 - a. Balance Sheet dtd 11/12/2019
 - b. Profit & Loss Statement 11/12/2019
4. Audience Comments
5. Reports (10 min)
 - a. Executive Director Report
 - b. Director Reports
 - c. Staff Reports
6. Old Business
 - a. Saltery Cove Trail Pittman Robertson Proposal
 - b. Election of Treasurer
7. New Business
 - a. Board Member Succession/Vacancies
 - b. Strategic Planning Work Session
 - c. Recent communications with Kodiak Motor Sports & Sno-Bruins
 - d. KOFF 2020
8. Audience Comments
9. Executive Session
10. Director Comments
11. Upcoming Meetings
12. Adjourn by 2:00 PM

ISLAND TRAILS NETWORK

Minutes of Regular Meeting 10/4/2019

Call to order: Urban called the meeting to order at 12:20 PM 10/4/2019 at the KFRC small conference room.

Quorum: A quorum was established with Saltonstall, Foreman, Urban, Millstein and Valley present. Welty, Fox, Linscheid and Hurst are excused.

Approval of Agenda: Millstein moved to approve the agenda. Saltonstall seconded. Passed 5-0.

Approval of Consent Agenda: Saltonstall moved to approve the consent agenda. Millstein seconded. Saltonstall withdrew the motion. Millstein seconded the withdrawal. Financial statements will be reported on with Q&A by Schroeder.

Reports: Schroeder gave a verbal Executive Director's report, covering grant progress on NFWF, NOAA grants, an update on Great Land Trust's latest acquisition project at Anton Larsen Bay/Sharatin Mountain, BLM correspondence with Chiniak residents re: 17b easements, an offer to take possession of the ADF&G cabin at Saltery (ITN declined), and the city of Kodiak's adoption of the Near Island Comprehensive plan update. Schroeder also described the Balance Sheet and showed a report of restricted assets (Connecting Community funds, donor advised grants).

Audience Comments: Tschersich reported on the summer in trails from his perspective. Adjust your Altitude was extremely popular. Resulted in some criticisms of trail impacts. PT noted that these trails are not regularly maintained by ITN. Wondered if it provided opportunity for ITN to identify and mark those trails, and to espouse Leave No Trace principles (or similar). Applauded efforts at Termination Point. PT has published in entirety his information on the Kodiak Sidecountry challenge, including a video, on the Kodiak snow report.

Unfinished Business:

Saltery Cove Trail Pittman-Robertson Proposal: Schroeder reported the final budget is due next week for submission to Access Defense Fund. Discuss as to how to fund staff time at borough and/or ITN, and division of duties between the entities. No action taken.

New Business:

Solicitation for Vacant Board Position: Millstein revisited idea of Darron Scott serving on ITN board, and confirmed he is still interested. Schroeder reported that bylaws do not require public and/or membership-wide advertisement of a vacancy. Instead, a vacancy can be filled by majority vote of the remaining board (which would require 5 in-person votes at a regular meeting). Consensus to invite D. Scott to next meeting and see if it seems like a good fit. No action taken.

Election of Treasurer: Tabled, with Hurst temporarily holding seat.

Discover Kodiak's trail user's pledge input: Foreman circulated a draft pledge, authored by Stacy Studebaker, which she submitted to ITN for input. Discussion as to tone, use of first-person-voice (pledge), and compatibility with ITN's principles of trail stewardship & etiquette. Schroeder collected comments and will communicate these to Studebaker.

Port Lions trail developments: Schroeder reported that NRCS has funded improvements to the 17b easement trail running northwest from Port Lions toward Viekode Bay. Schroeder has done two prior assessments of the trail and assisted with the application. NRCS is now prescribing an

elevated boardwalk resting on micro-pilings, and is not longer using geoblock. Discuss as to condition and common uses of the trail, as well as conditions of the trail along state land the easement accesses. Work must begin in 2020. Schroeder has reached out to new project manager Natasha Hayden at ANC to discuss the project.

Director Comments:

Saltonstall: Would like to see trails and community planning documents leave some public lands wild and undeveloped (i.e. no cabins, trails etc).

Millstein: Said we have to accept that wild lands are going to be under increased pressure everywhere, including Kodiak.

Foreman: Announced that this may be her last meeting, and she would tender a formal resignation by letter. Said wild lands may be a good topic for ITN's strategic planning work session, which she hoped they would continue having.

Upcoming Meetings: Nov 13

Adjournment: Saltonstall moved to adjourn. Foreman seconded. Meeting adjourned 2:05 pm.

Also Present: Philip Tschersich (thorough audience comments only)

These minutes adopted by vote of board of directors at a regularly held meeting on _____.
Date

Island Trails Network
Balance Sheet
As of November 12, 2019

	Nov 12, 19
ASSETS	
Current Assets	
Checking/Savings	
First National	85,384.53
Savings - Reserved Funds	11,976.03
Total Checking/Savings	97,360.56
Accounts Receivable	
Accounts Receivable	32.00
Total Accounts Receivable	32.00
Total Current Assets	97,392.56
Fixed Assets	
Equipment	60,973.54
Accumulated Depreciation	-34,870.58
Total Fixed Assets	26,102.96
Other Assets	
Edward Jones	20,289.73
Total Other Assets	20,289.73
TOTAL ASSETS	143,785.25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Clearing Account	-418.52
Payroll Liabilities	
Alaska SUI	205.86
Total Payroll Liabilities	205.86
Total Other Current Liabilities	-212.66
Total Current Liabilities	-212.66
Total Liabilities	-212.66
Equity	
Temp. Restricted Net Assets	31,500.00
Unrestricted Net Assets	112,842.35
Net Income	-344.44
Total Equity	143,997.91
TOTAL LIABILITIES & EQUITY	143,785.25

Island Trails Network
Profit & Loss
 January 1 through November 12, 2019

	Jan 1 - Nov 12, 19
Ordinary Income/Expense	
Income	
Foundation Giving	26,000.00
Grants	139,344.11
Individual Contributions	12,196.23
Sale of Goods	250.00
Total Income	177,790.34
Expense	
Equipment Rental	400.00
Bank & Credit Card Fees	65.45
Depreciation Expense	1,190.48
Contract Labor	112,375.00
Fuel	1,798.30
Freight	1,300.00
Fundraising Expense	1,450.00
Insurance - D&O, GL, Auto	3,254.00
Insurance - Workers Comp	8,248.80
Office Expense	2,268.07
Permits and Fees	230.75
Printing, Postage & Stationery	466.63
Professional Services	450.00
Rent	1,500.00
Supplies & Equipment	4,381.80
Travel & Lodging	472.58
Utilities	19.95
Vehicle Expense	1,928.04
Payroll	
Wages	
Staff	31,700.42
Temporary	9,639.00
Total Wages	41,339.42
Payroll Tax Expenses	4,080.23
Total Payroll	45,419.65
Ask Client	85.00
Total Expense	187,304.50
Net Ordinary Income	-9,514.16
Other Income/Expense	
Other Income	
Gain/Loss on Stock	4,169.72
Gain/Loss on Sale of Assets	5,000.00
Total Other Income	9,169.72
Net Other Income	9,169.72
Net Income	-344.44