



Display Case 136" Long
12-18" Deep
48" High

KKW BOD Meeting Agenda
Jay Johnson Conference Room
Date: January 3, 2024 Time: 6:00 PM

1. Call to Order 6:06pm

2. Roll Call

- a. Voting: Bergan, Marc, Christa, Tessa, Hilary, Petrina, Elysia
b. Coach / Advisors: David, Eryn, Dana, Nissa (acting for Tessa)

3. Approval of the Consent Agenda (Minutes and Agenda) -

Petrina - Elysia 2nd > 4 Age
moved Approved

4. Public Comments

5. Report of Officers

- a. President - Relayed parent complaints/input for Jan Time trial (combined Postal meet)
b. Vice President - AB
c. Secretary - 2nd and final cap order to be placed this week. YouTube channel is active under our team google account, and directly at youtube.com using our google email and password. This will be the streaming platform for our new program. Matt Hagan has taken the lead, with David, to ensure we are ready for Age Groups. 2nd camera has a new location, team logos will be uploaded, and volume and sponsor ads will be available. Submitted a request for the North Tongass Community Center June 1 for end of season event.

Audio for
new streaming

- d. Treasurer - P&L Documents - Adding concessions to budget for Age Groups
e. Meet Director - Postal meet tied to time trial - communication about signing up for meets and commitment
f. Ways and Means - Raffle is done - coach invite for postal kids
g. Membership - 5 swimmers not done - thanks to those who helped finish
h. Rec Center Aquatic Supervisor -
i. Coach

on back Date change on
Try out calendar
22nd now.

6. Reports of Committees

- a. 50th Anniversary thru end of May - team building event
b. 2024 Age Group Champs - Discussed - final details to march?
c. Parent Mentor Program - tabled

Liked the heat sheets from
1st City

7. Standard Order of Business

a. Unfinished Business

- i. 2024 Budget - ~~15-20K grants~~
ii. 2024 Summer Schedule TBD

8. Executive Session (as needed) - None

9. Announcements - None

10. Next Meeting - February 7, 2024

11. Adjournment

8:24pm

11K Grants
Fall/Spring raffle 25K
Swim caps removed
Cell phone & pay roll taxes reduced
Team spirit removed
Hilary Motion > w/ changes
Elysia Second > 4 Ages - Appropriate

Regan Brown Apple Watch Stolen from her locker

Try out
1 lane
15 min

5.H. Rec Center Aquatic Supervisor:

Display case measurements

Clean up deck

Shared office space

I. Coach: Senior Zones 4 going
Senior Champs - Hotel/Car 3 going
Booking soon

Britta - Paid coach - transition to paid coach from volunteer

Still looking for 2nd part-time coach
who can work summer
asked board to help w/ recruitment

Ketchikan Killer Whales Swim Club

2024 Proposed Budget

January - December 2024

	TOTAL
Income	
Annual Team Renewal Fee	1,900.00
Donations	
Individual	500.00
Sponsorship	19,500.00
Total Donations	20,000.00
Fundraising Gaming Permit	
50/50 Raffle	250.00
Fall/Spring Raffle	20,000.00
Total Fundraising Gaming Permit	20,250.00
Fundraising Non Raffle	
High School Meet	750.00
Swim Shop	1,000.00
Total Fundraising Non Raffle	1,750.00
Interest	75.00
Monthly Swimming Fees	45,000.00
New membership fee	1,200.00
Program	
Meet Hosting	
Meet Entry Fees	2,000.00
Total Meet Hosting	2,000.00
Total Program	2,000.00
Swim-A-Thon	12,500.00
Total Income	\$104,675.00
GROSS PROFIT	\$104,675.00
Expenses	
Administrative	
Bank and Credit Card Fees	1,600.00
Insurance	
Directors Insurance	1,000.00
Total Insurance	1,000.00
Office Expenses	6,000.00
Storage Unit Rental	750.00
Total Office Expenses	6,750.00
Professional Services	1,000.00
Total Administrative	10,350.00
Fundraising Expenses	
Gaming Permit Expenses	
KKW Raffle	1,000.00
Total Gaming Permit Expenses	1,000.00
Swim Shop Expenses	800.00
Swim-A-Thon	1,000.00

11
K Grants

leave

Ketchikan Killer Whales Swim Club

2024 Proposed Budget

January - December 2024

	TOTAL
Total Fundraising Expenses	2,800.00
Program Expenses	
Assistant Coach	135.00
Coach's Fund	
Team Equipment	3,200.00
Year End Banquet	500.00
Total Coach's Fund	3,700.00
Head Coach	
Certification & Continuing Ed,	250.00
USAS Annual Registration	72.00
Total Head Coach	322.00
Meet Expenses - AWAY	
Lodging	2,500.00
Per Diem	1,000.00
Travel (air or ferry)	3,500.00
Vehicles	1,500.00
Total Meet Expenses - AWAY	8,500.00
Meet Expenses - HOME	
Miscellaneous	2,000.00
Pool	5,500.00
Sanction Exp	380.00
Swim Caps	1,000.00
Total Meet Expenses - HOME	8,880.00
Payroll Expenses	
Assistant Coach Wages	17,000.00
Cell Phone	1,200.00
Head Coach Salary	39,000.00
Health Insurance	3,000.00
Total Payroll Expenses	60,200.00
Payroll Taxes	8,000.00
Pool Fees	20,000.00
Sponsorship Expenses	300.00
Team Spirit	1,000.00
USAS Club Registration fee	100.00
Volunteer Expenses	
Background Check	300.00
USAS Registration	1,020.00
Total Volunteer Expenses	1,320.00
Total Program Expenses	112,457.00
Total Expenses	\$125,607.00
NET OPERATING INCOME	\$ -20,932.00
NET INCOME	\$ -20,932.00

Handwritten notes and corrections:

- 500 (next to Assistant Coach Wages)
- High 2 (next to Payroll Taxes)
- 5000 (next to Pool Fees)
- 15,332 (next to NET INCOME)
- 2/3 (next to 15,332)
- 10/27 (next to 15,332)

Ketchikan Killer Whales Swim Club

Budget vs. Actuals: 2023 Approved Budget (carry forward from 2022) - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Annual Team Renewal Fee	1,616.80	1,500.00	116.80	107.79 %
Commissions				
Coffee		3,000.00	-3,000.00	
Spiraledge (SwimOutlet)		40.00	-40.00	
Total Commissions		3,040.00	-3,040.00	
Donations	35.00		35.00	
Amazonsmile (deleted)	98.06		98.06	
Grants	515.00	2,000.00	-1,485.00	25.75 %
iGive.com		100.00	-100.00	
Sponsorship	20,285.19	5,000.00	15,285.19	405.70 %
Total Donations	20,933.25	7,100.00	13,833.25	294.83 %
Fundraising Gaming Permit				
50/50 Raffle	230.00		230.00	
Fall/Spring Raffle	32,160.19 ~24K	30,000.00	2,160.19	107.20 %
Pull Tabs	2,871.65		2,871.65	
Total Fundraising Gaming Permit	35,261.84	30,000.00	5,261.84	117.54 %
Fundraising Non Raffle	1,291.50	10,000.00	-8,708.50	12.92 %
High School Meet		750.00	-750.00	
Swim Shop	3,421.30	1,000.00	2,421.30	342.13 %
Sweatshirts/Fleece	35.00		35.00	
Swim Caps	-321.25		-321.25	
Total Swim Shop	3,135.05	1,000.00	2,135.05	313.51 %
Total Fundraising Non Raffle	4,426.55	11,750.00	-7,323.45	37.67 %
HOME Meet Fees	8,213.88	2,000.00	6,213.88	410.69 %
Interest	125.40	50.00	75.40	250.80 %
Monthly Swimming Fees	41,824.50	30,000.00	11,824.50	139.42 %
New membership fee	1,400.00	2,000.00	-600.00	70.00 %
Program				
Meet Hosting	-906.00		-906.00	
Heat Sheets				
Paper Heat Sheets	280.00		280.00	
Total Heat Sheets	280.00		280.00	
Total Meet Hosting	-626.00		-626.00	
Unobligated income		14,000.00	-14,000.00	
Total Program	-626.00	14,000.00	-14,626.00	-4.47 %
Services	2,905.68		2,905.68	
Swim-A-Thon	13,724.00	5,000.00	8,724.00	274.48 %
Total Income	\$129,805.90	\$106,440.00	\$23,365.90	121.95 %
GROSS PROFIT	\$129,805.90	\$106,440.00	\$23,365.90	121.95 %
Expenses				

Ketchikan Killer Whales Swim Club

Budget vs. Actuals: 2023 Approved Budget (carry forward from 2022) - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
50th Anniversary	714.13		714.13	
Administrative				
Bank and Credit Card Fees	444.80		444.80	
Credit Card Annual Fee	179.42	100.00	79.42	179.42 %
NSF Checks & Fees	49.00		49.00	
Total Bank and Credit Card Fees	673.22	100.00	573.22	673.22 %
Bank and Credit Card Fees	1,204.57	1,400.00	-195.43	86.04 %
Donation	-125.00		-125.00	
Insurance				
Directors Insurance	859.00	700.00	159.00	122.71 %
Workman's Comp.	-74.00	1,000.00	-1,074.00	-7.40 %
Total Insurance	785.00	1,700.00	-915.00	46.18 %
Miscellaneous Expense	262.56		262.56	
Office Expenses				
Advertising	398.07	150.00	248.07	265.38 %
Copying Expenses	35.44	100.00	-64.56	35.44 %
Mail	294.00	300.00	-6.00	98.00 %
Misc	653.26	200.00	453.26	326.63 %
Phone	216.11	500.00	-283.89	43.22 %
Software	1,512.65	1,000.00	512.65	151.27 %
Storage Unit Rental		900.00	-900.00	
Supplies	771.34	300.00	471.34	257.11 %
Web Site	2,629.38	2,000.00	629.38	131.47 %
Total Office Expenses	6,510.25	5,450.00	1,060.25	119.45 %
Professional Services	1,800.00	1,850.00	-50.00	97.30 %
Taxes & Licenses	25.00		25.00	
AK Corp. Tax	30.00		30.00	
Total Taxes & Licenses	55.00		55.00	
Total Administrative	11,165.60	10,500.00	665.60	106.34 %
Fundraising Expenses				
Blueberry Festival		240.00	-240.00	
Coffee		500.00	-500.00	
Gaming Permit Expenses	0.00		0.00	
KKW Raffle		950.00	-950.00	
Pull Tab		125.00	-125.00	
Total Gaming Permit Expenses	0.00	1,075.00	-1,075.00	0.00 %
Swim Shop Expenses	7,134.94		7,134.94	
Swim-A-Thon	1,206.75	400.00	806.75	301.69 %
Winter Arts Festival		110.00	-110.00	
Total Fundraising Expenses	8,341.69	2,325.00	6,016.69	358.78 %
Payroll Expenses	17,431.83		17,431.83	
Taxes	84.17		84.17	

Ketchikan Killer Whales Swim Club

Budget vs. Actuals: 2023 Approved Budget (carry forward from 2022) - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Wages	190.00		190.00	
Total Payroll Expenses	17,706.00		17,706.00	
Program Expenses				
Assistant Coach				
Certification Fees	113.00	25.00	88.00	452.00 %
USAS Annual Registration	72.00	200.00	-128.00	36.00 %
Total Assistant Coach	185.00	225.00	-40.00	82.22 %
Coach's Fund	100.00		100.00	
T-Shirts		500.00	-500.00	
Team Equipment	3,104.05		3,104.05	
Year End Banquet	2,670.47	500.00	2,170.47	534.09 %
Total Coach's Fund	5,874.52	1,000.00	4,874.52	587.45 %
Head Coach				
Certification & Continuing Ed,	272.00	300.00	-28.00	90.67 %
USAS Annual Registration	72.00	70.00	2.00	102.86 %
Total Head Coach	344.00	370.00	-26.00	92.97 %
Meet Expenses - AWAY				
Lodging	3,672.66	3,500.00	172.66	104.93 %
Per Diem	1,061.97		1,061.97	
Travel (air or ferry)	3,033.05		3,033.05	
Vehicles	1,882.36		1,882.36	
Total Meet Expenses - AWAY	9,650.04	3,500.00	6,150.04	275.72 %
Meet Expenses - HOME	3,378.33		3,378.33	
Awards	598.80	500.00	98.80	119.76 %
Copy Fees	14.91		14.91	
Event Fees	1,854.75		1,854.75	
Miscellaneous	139.36		139.36	
Pool	2,500.00	3,000.00	-500.00	83.33 %
Sanction Exp	20.00	70.00	-50.00	28.57 %
Total Meet Expenses - HOME	8,506.15	3,570.00	4,936.15	238.27 %
Payroll Expenses				
Assistant Coach Wages	12,192.14	4,000.00	8,192.14	304.80 %
Cell Phone	150.00	1,200.00	-1,050.00	12.50 %
Head Coach Salary	22,700.15	49,440.00	-26,739.85	45.91 %
Health Insurance		3,000.00	-3,000.00	
Total Payroll Expenses	35,042.29	57,640.00	-22,597.71	60.80 %
Payroll Taxes	-284.87	3,000.00	-3,284.87	-9.50 %
Pool Fees	24,741.25	14,000.00	10,741.25	176.72 %
Registration Expense - Annual				
Annual Renewal Fee	-25.00		-25.00	
Registration Fee - Non Swimmer		750.00	-750.00	
Total Registration Expense - Annual	-25.00	750.00	-775.00	-3.33 %

Ketchikan Killer Whales Swim Club

Budget vs. Actuals: 2023 Approved Budget (carry forward from 2022) - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Sponsorship Expenses	257.55		257.55	
Team Spirit	1,245.56		1,245.56	
Volunteer Expenses	374.34		374.34	
Background Check	239.50	200.00	39.50	119.75 %
USAS Registration	750.46		750.46	
Total Volunteer Expenses	1,364.30	200.00	1,164.30	682.15 %
Total Program Expenses	86,900.79	84,255.00	2,645.79	103.14 %
Total Expenses	\$124,828.21	\$97,080.00	\$27,748.21	128.58 %
NET OPERATING INCOME	\$4,977.69	\$9,360.00	\$ -4,382.31	53.18 %
NET INCOME	\$4,977.69	\$9,360.00	\$ -4,382.31	53.18 %

Ketchikan Killer Whales Swim Club

First City Invite and Wrangell Fundraiser P&L

September 1, 2023 - January 3, 2024

	FIRST CITY INVITATIONAL	WRANGELL TSHIRT FUNDRAISER
Income		
Fundraising Non Raffle		
Swim Shop		2,468.00
Total Fundraising Non Raffle		2,468.00
HOME Meet Fees	6,100.82	
Program		
Meet Hosting		
Meet Entry Fees	-1,854.75	
Total Meet Hosting	-1,854.75	
Total Program	-1,854.75	
Total Income	\$4,246.07	\$2,468.00
GROSS PROFIT	\$4,246.07	\$2,468.00
Expenses		
Fundraising Expenses		
Swim Shop Expenses		2,468.00
Total Fundraising Expenses		2,468.00
Program Expenses		
Meet Expenses - HOME		
Awards	598.80	
Miscellaneous	168.91	
Pool	2,500.00	
Sanction Exp	20.00	
Total Meet Expenses - HOME	3,287.71	
Total Program Expenses	3,287.71	
Total Expenses	\$3,287.71	\$2,468.00
NET OPERATING INCOME	\$958.36	\$0.00
NET INCOME	\$958.36	\$0.00



KKW BOD Meeting Agenda
Location: Rec Center Art Room
Date: December 6, 2023 Time: 6:00 PM

1. Call to Order *6:07*
2. Roll Call *6:12*
 - a. Voting: Bergan, Marc, Christa, ~~Tessa~~, Hilary, Petrina, Elysia
 - b. Coach / Advisors: David, Eryn, Nissa, ~~Dana~~
3. Approval of the Consent Agenda (Minutes and Agenda) *Hilary unanimous consent*
4. Public Comments
5. Report of Officers
 - a. President
 - b. Vice President
 - c. Secretary – Cap Order – will add a new order to process. Christa to post meeting minutes to website.
 - d. Treasurer – Current P/L Expense = \$98,640, Income = \$97,651
2024 Budget Expense = \$109,257, Income = \$104,675
 - e. Meet Director – 136 swimmers for invitational
 - f. Ways and Means – 46 raffle books returned - \$10,200 turned in, \$13,500 left
 - g. Membership – 3 new swimmers since Oct/Nov tryouts – reminder to all members to renew USA Swim registration.
 - h. Rec Center Aquatic Supervisor - \$600 credit towards pool rent
 - i. Coach – recruiting asst. coach team. KRBD radio ad. = Maria. Review meet/travel schedule to confirm Britta or Matt for practices. Race Club subscription provides technique tools by an Olympic swimmer. \$20/month JR/SR squads will be having one on one goal meeting with Coach. Others to follow. Where are the underwater speakers and mirrors? Go Pro? January early release will revise practice up an hour for all groups on Fridays. Add a 5th lane at no cost asap.
6. Reports of Committees
 - a. 50th Anniversary – extend theme thru May with finale at banquet
 - b. 2024 Age Group Champs – Towels and medals ordered.
 - i. Concessions – Baseball will host
 - ii. Deck expansion – No go – Houghtaling bleachers x2 sets
 - iii. 50 /50 - Yes
 - iv. Sponsorships – Alaska Air discount code for travel? – Christa First Bank - David
 - c. Parent Mentor Program – David – new swimmer parents assigned at start-up. Solicit mentor parent volunteers.
7. Standard Order of Business

- a. Unfinished Business
 - i. 2024 Budget – Christa moved to approve 2023 January budget as acting 2024 budget for spend approval as the draft 2024 budget will not be ratified in time. Motions passes unanimously. Nissa or Tessa to post 2022 acting (2023 budget) as acting budget on website for January.
 - ii. First City Invitational – Test out streaming app.
- b. New Business
 - i. Summer Schedule – Defer to next meeting – David to provide an update on plan.

8. Executive Session

9. Announcements

10. Next Meeting – January 2024 – Jan. 3rd

11. Adjournment

7:44