



**Ketchikan Killer Whales Swim Club  
Board of Directors Meeting Minutes  
November 12 2025, 6:00 pm**

<b>Directors, Head Coach, &amp; Advisor – Attendance</b>					
<b>Y/N</b>	<b>Name</b>	<b>Role</b>	<b>Y/N</b>	<b>Name</b>	<b>Role</b>
Y	Bergan Wieler	President	Y	Tiffany Cook	Meet Director
N	Alan McElroy	Vice President	Y	Petrina Calvin	Ways & Means
N	Laura Kinunen	Secretary	Y	Crystal Greenwell	Membership
Y	Angela Putrino	Treasurer	Y	Stuart Whyte	Safe Sport
Y	David Smithers	Head Coach	Y	Eryn Brooks	Rec Advisor
<b>Guests</b>					

1. **Call to Order** - Called to order by President Bergan Wieler at 6:08 pm.
2. **Approval of November 2025 Agenda & October 2025 Minutes**
  - a. Approval of Agenda
    - a. Changes: None
    - b. Motion by: Stuart
    - c. Second: Angela
    - d. Pass/Fail: Pass
  - b. Approval of Minutes
    - a. Changes: None
    - b. Motion by: Angela
    - c. Second: Stuart
    - d. Pass/Fail: Pass
3. **Executive Session**
  - None
4. **Public Comments:**
  - Eryn shared that she has been approached by some local divers and the dive club in Anchorage about KKW joining USA Diving and adding a diving component to KKW. Eryn will be researching the details and logistics and will report back to the Board.
  - Tiffany shared that we received a great deal of positive feedback on the Region V swim championship meet.
5. **Reports of Officers:**

- a. President – Bergan Wieler
  - Bergan thanked Tiffany, as well as Attorney Stacey Stone, for their work in preparing the Head Coach offer letter and ongoing work on drafting the employee handbook.
- b. Vice President – Alan McElroy
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- c. Secretary – Laura Kinunen
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- d. Treasurer – Angela Putrino
  - Angela presented financials from July thru October. Net income is currently negative, but some of the Sponsorship income was in the prior fiscal year. The Borough grant funding has yet to be received and that is \$25K, and the fundraising raffle is about to kick off. The balance sheet is healthy with current assets of \$125K.
  - Taxes - CPA Jay Johnson is continuing to work through the tax filings to bring everything current. No word yet on the final total of the taxes owed.
- e. Meet Director – Tiffany Cook
  - Region V
    - Meet was held 10/31 and 11/1. Everything went really well.
    - Tiffany will bill Region V for running the meet.
    - Officials from Juneau were very helpful in running the deck.
    - Lots was learned about the club's role vs school's role to run a high school meet.
    - Marc & Nissa were thanked by Region V for their years of managing and officiating meets.
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  - First City Invitational
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- f. Ways & Means – Petrina Calvin
  - Petrina reported that the new t-shirts have arrived and are being distributed. The two major sponsors, JAG Ketchikan and SE Fence, are on the sleeves. Shirts will be available for \$20 for non-swimmers.
  - Raffle tickets are being printed now and will be distributed to members. The raffle drawing will be held on 12/19. Each swimmer is required to sell 30 tickets. Petrina will work on opportunities for tables to sell tickets at locations such as A&P, Simply Bella, and Madison. All tickets must be turned into Petrina who is the raffle manager.
  - Ketchikan Pool League wrapped up their raffle and has made a donation to KKW.
- g. Membership – Crystal Greenwell
  - Current enrollment is 50 swimmers.
  - Flyers were dropped off at Houghtaling for the upcoming tryout. They will post it on their bulletin boards and on ClassDojo. Next tryout is 11/24.
  - Officials - There are a couple of officials who need to renew their credentials. We have one new official certification. There are a couple more volunteers who have expressed interest.
  - USA Swimming - Memberships expire 12/31. All swimmers and volunteers need to renew.

- h. Safe Sport Coordinator – Stuart Whyte
  - Stuart will be working on reviewing reporting on SafeSport credentials and will have a report for the next board meeting.
  - Safety Marshals - Terry Whyte will work on completing certification. Bergan is still current.
- h. Rec Center Aquatic Supervisor – Eryn Brooks
  - Pool will be closed on Thanksgiving and modified hours on Friday, 11/28.
- i. Head Coach – David Smithers
  - David thanked the Board for their support during his time away for his son's medical care.
  - Thanksgiving week - practice will be held Monday thru Wednesday at the regular time.
  - First City Invitational Meet Invite is completed and David is building the meet file. Once he gets it built he will have a second set of eyes review it and then get it sent out.
  - There are five swimmers going to November Rain in Petersburg this weekend.
  - Coach Zach is done with the high school season and has expressed interest in helping out with KKW. David is working on setting a schedule for him to work with the early practice time.

## 6. **Reports of Committees**

## 7. **Standard Order of Business**

### Unfinished Business

- i. Club Record Board Status - David Talk to Nissa for times
  - Status: David has the times from Nissa and has the list to give to SignPro to create a proof. Once the proof is received he will share with the Board to proofread.
- ii. Coaching Offer Letter -
  - Status: Letter has been delivered to Coach David.
- iii. Employee Handbook -
  - Handbook is currently being drafted. Draft will be presented at future meeting for review and approval.
- iv. Gaming Permit - Second Person
  - Tiffany will send instructions to Bergan for being added to the permit.

## 8. **New Business**

- i. First City Invitational -
  - Christmas lanyard
- ii. Fun Committee - A brainstorming discussion was held on social events for swimmers and families. Discussion of using one of the Thanksgiving week practices as a "bring-a-friend" event.

9.     **Next Meeting**

- Time & Date: Wednesday, 12/10 - 6:00 pm
- Location: Rec Center

10.    **Adjournment**

- Motion: Stuart moved with unanimous consent. No objection.
- Meeting was adjourned at 7:40 pm.