

## **Sugar Bowl Ski Team and Academy (SBSTA) Board of Trustees**

### **Minutes of Meeting Held June 14, 2016**

#### **Via Teleconference**

**Trustees Present:** Al Adams, Jeff Hamilton, Alicia Hammarskjold (Chair), Stacey Herhusky, Sandra Holbrook-James, Woody Marshall, Graeme Plant (Vice Chair), Dave Riggs (Secretary), Chris Schadlich, Steve Shray, Brent Talbott, Jim Taylor, and Sue Tunnell.

**Staff Present:** Tracy Keller (Head), Lindsay Frankfurt (Director of Finance and Business Operations), Lisa Omar (Director of Outreach), and Eric Harlow (Director of Alpine Programs).

**Call to Order and Agenda:** Chair Hammarskjold called the meeting to order at 3:05 PM Pacific Time upon the establishment of a quorum. She confirmed that all attending the meeting could hear each other and be heard. She then briefly reviewed the agenda that was sent to trustees in advance of the meeting, and that agenda was adopted.

**Head's Report:** Keller delivered her report, which was distributed in advance of the meeting. In addition to the items covered in her written report, she noted, among other things, the following:

- SBA graduation
- Closing meetings with staff
- Summer camps in progress, including 50 skiers at Mt. Hood and opportunities for coach professional development as well
- Implementation of new OnCampus and OnRecord software
- Staffing: some open positions, draft org structure for next year
- Work on marketing materials

She then answered questions from trustees.

**Enrolment Update:** Keller reviewed a report distributed ahead of the meeting. She noted 2016-17 enrollment goals and year-to-date results and prospects, as well as comparisons to 2015-16. She answered questions from trustees about: 90% likely, 75% likely and possible prospects; distribution among programs and boarding versus day students; recent trends in admissions decisions; financial aid and dorm capacity; positive progress since May report; post graduate program. She concluded her report with a brief review of the then current status of Ski Team registration.

**Financial Update:** Hammarskjold began the report by noting that Schadlich will be assuming the role of Finance Committee Chair. Then Frankfurt provided trustees with an update on finances. She described a number of accounting activities in progress to close the fiscal year. She then reviewed materials sent to trustees ahead of the meeting, especially the variances to budget for the year on a preliminary basis. In particular she discussed, among others, net Ski team net revenue, SBA revenue items, net contribution revenue, net race arena income positive variance, various expense items. Frankfurt also provided an update on property taxes and exemptions for the campus and Village Hall.

**Governance Committee Report:** Adams presented the Committee's report, which was to propose the following slate of new trustees:

Jim Kelly  
John Horsch  
Matt Service  
Daron Rahlves

Adams moved approval of the slate. Shray seconded the motion, and it was unanimously approved. Hammarskjold then thanked trustees Harris, James, Marshall, who, along with her, were retiring. The other trustees joined in expressing their appreciation for the retiring trustees' service.

**Approval of Minutes:** Trustees next considered approval of minutes for the following meetings of the Board: September 17, 2015; October 29, 2015; December 3, 2015; January 24, 2106; March 13, 2016; March 21, 2016; April 22, 2016; and May 6, 2016. Upon motion duly made and seconded, the minutes presented were approved.

Keller, Frankfurt, Omar, and Harlow then left the meeting.

**Executive Session:**

The first order of business during was the election of officers and appointment of committees for the 2016-17 year. Plant moved that the following slate of officers and committee rosters be approved, and Tunnell seconded the motion, which was then unanimously approved.

Officers:

Chair: Shray  
Vice Chair: Plant  
Secretary: Riggs  
Treasurer: Schadlich

Committees:

Executive Committee: Shray, Chair; Plant; Riggs; Schadlich; Krehbiel; and Norris  
Finance: Schadlich, Chair; Keller;  
Governance: Herhusky, Chair;  
Audit: Service, Chair;  
Outreach: Shray, Co-Chair; Plant, Co-Chair; Rahlves; and Sarah Burton  
Academic: Tunnell, Chair;  
Athletic: Krehbiel, Chair

In light of the foregoing election of officers, Riggs moved that Shray be approved, with immediate effect, as an authorized signer on behalf of the organization to, without limitation, sign documents and take any and all related actions deemed necessary or appropriate with respect to any and all bank deposit accounts, loans, credit card accounts, lines of credit and the like. Upon being duly seconded, the motion was unanimously approved.

Trustees then discussed the annual evaluation of Keller as Head.

**Adjournment:** The meeting was then adjourned at approximately 5:15 PM.

