



## **Minutes of the Regular Meeting of the Board of Directors**

**Date:** December 9, 2025  
**Time:** 6:00p  
**Location:** Traverse City Country Club

### **1. Call to Order**

The meeting was called to order by President Peter Lane.

Directors Present: Elaine Tait, Jake Burden, Molly Stanifer, Peter Lane, Bryan Travis, Rick Gruber, Kim Marian, Nate Elkins, Marc DeCubber (via Microsoft Teams), Josh Traeger, Steve Damman

Ex Officio Non-Voting Participants: Tonya Lewandowski, Nora Chartrand, Craig Davidson

### **2. Officer Reports**

- **President – Peter Lane**  
Peter reviewed the role of the Executive Committee (EC), emphasizing that it operates within Board-approved strategic pillars and is committed to transparency, timely reporting, and seeking Board ratification when required. He again discussed the concept of short-term “Summits” to help prioritize work during the ski season and clarified that Summits are intended as alignment tools, not directives.
- **Vice President – Elaine Tait**  
Elaine discussed the need for a clearer annual planning framework to avoid reactive financial pressure late in the year. She outlined the importance of aligning committee work, Summits, and branding decisions into a coherent annual cadence and committed to bringing a draft framework to the January meeting. There was also discussion of whether and how the work being done by the Executive Committee was within its charge as described under the bylaws, with suggestion about the viability of an ad hoc Strategic Planning Committee. During this time, the Secretary also reiterated that work product completed by the

Executive Committee was not being approved/required without Board vote; discussion followed.

- **Secretary – Josh Traeger**  
Josh summarized the Legal and Governance Committee's first set of governance resolutions, noting that they were designed to improve continuity, compliance, and operational clarity. He emphasized the inclusion of a one-time bylaw exception to enable the transition to staggered terms.
- **Treasurer – Molly Stanifer**  
Molly reported that GTSC's financial position remains strong, highlighting that a significant amount has been raised in approximately six weeks but not yet collected. She reviewed fall event performance and confirmed that silent auction funds from the Annual Dinner have been fully collected this year. Finally, she discussed the club moving from a debit card to a credit card for ease of accounting and spend tracking.
- **Executive Director – Tonya Lewandowski**  
Tonya provided an operational update on Hickory Hills, fundraising momentum, and program readiness. She acknowledged the heavy workload associated with the fall fundraising season and thanked volunteers and Board members for their support.
- **Coaching Directors – Craig Davidson and Nora Chartrand**  
Craig and Nora provided an update on Fall Camp, FIS, USSS and other programming, to include numbers of registrants, first night requests of the Board, and coaching alignment.

### **3. Summit Reports**

- The Board discussed the Executive Committee's role in advancing four strategic pillars ("Four S's"): Sustainability, Staff, Safety, and Scholarship. A two-year fundraising target was described as a directional planning estimate rather than a fixed mandate.
- Elaine volunteered to work on folder structure on the GTSC Drive to improve visibility and record keeping.

### **4. Committee Reports**

- **Legal & Governance Committee – Josh Traeger**  
The Committee presented governance resolutions addressing:
  - Staggering of director terms into 4-3-4 classes
  - Staggering of officer elections to avoid full turnover in a single year
  - Updates to committee appointments
  - Change to committee report submission deadline (five days prior to regular Board meetings)

- A one-time bylaw exception was included to enable the new staggering structure.
- Finance Committee – Molly Stanifer
 

The Committee presented an Investment Policy Statement (IPS) tied to the establishment of a Fidelity account. Objectives include capital preservation, sustainable growth, liquidity, and mission support. The Committee outlined a five-year goal of building a \$75,000 reserve, a preliminary 50/50 asset allocation, restrictions on higher-risk instruments, and an annual review process with a May/June financial “snapshot.”
- Fundraising Committee – Rick Gruber
  - Called for a separate meeting to discuss the leadership and organization of the Tracks To Tomorrow program moving forward.
  - Reviewed Status of current follow up meetings with donors.
  - Reminded board that while pledges have been made, \$0.00 have been received into Club accounts.
  - Updated Board on Annual Benefit Dinner, identified items remaining to close out event including audit with bookkeeper.
  - Updated SOP project which sits down with ED and reviews current SOPs. 6 meetings for 1 hour over 6 weeks. A final report to be submitted in January. Recommended that this task and review be done under a Strategic Planning Committee.
  - Recommendation to board after 2 meetings is that no money from club is spent for an outsider to come in and create SOPs for our club, as its clear that our ED and Coaches have developed excellent SOPs on their own and continue to refine them. Recommended that the board look at the possibility of spending money on our current coaches to touch up or refine current SOPs should that job be outside their scope of employment contract.
  - More recommendations related to SOPs will be made after completion of interviews.
  - Committee is looking to focus on CRM usage, Sponsorship Recognition, Feather Flag Program, Fundraising Schedule for 2026.
- Programming Committee – Bryan Travis
 

Tonya reported that Hickory Hills opening was delayed due to a failed well pump component; the City is targeting a lodge and hill opening in December. Saturday sessions are full with waitlists; registration caps will be corrected to address system misconfigurations. Coaches will evaluate athlete placements during first nights and communicate clearly with families. Board members will support first-night operations, with sign-ups coordinated via Google Sheet. Bryan also reported that a storage shed solution was not workable this year, and that perhaps another shed could be added for GTSC storage in the future. Bryan also

discussed the possibility of increasing participation in Fall Camp and managing concerns for volunteer availability for race timing.

- Community Relations & Branding – Kim Marian  
The Committee reported that a broader branding refresh is paused for the current season. The Board agreed not to reorder jackets or new swag at this time, instead selling existing inventory and allowing families to source jackets independently with GTSC branding applied through Threads.

## **5. Old Business**

- None

## **6. New Business**

- Governance Resolutions  
Motion made by Kim Marian and seconded by Rick Gruber to approve governance resolutions as presented, including the one-time bylaw exception.  
Result: Approved unanimously.
- Investment Policy Statement (IPS)  
Motion made by Molly Stanifer and seconded by Kim Marian to adopt the IPS and proceed with the Fidelity account.  
Result: Approved unanimously.

## **7. Announcements**

The Board reiterated expectations around preparation, transparency, and maintaining a culture of respectful dialogue as the Club enters the heart of the ski season.

The meeting was adjourned at approximately 8:35p after all essential business was completed, following a motion to extend the meeting duration.

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Submitted by Josh Traeger, Secretary, Grand Traverse Ski Club  
Date: December 17, 2025