

**PSIA/AASI-INTERMOUNTAIN
BOARD OF DIRECTORS MEETING
September 24, 2011
National Ability Center
Park City, UT**

The Board of Directors meeting of PSIA/AASI-Intermountain was held on Saturday, September 24, 2011 at the National Ability Center, Park City, UT. President Christine Katzenberger called the meeting to order at 9:05 a.m. and established a quorum was present.

PRESENT

Nancy Kronthaler, Joe Waggoner, Carl Boyer, Anita Oliveri, Tony Fantis, Leslie Blank, Dave Butler, Emma Franzeim, Mary Flinn Ware and George Ator.

Also present were Stephen Helfenbein, Alpine Education Manager, PJ Jones, Alpine Certification Manager, Patrick Rice, Assistant Alpine Certification Manager, Dustin Cooper, Alpine DECL Logistics & Scheduling Manager, Patti Olsen, DEL for Children's Specialist, Kristen Caldwell, Adaptive Discipline Manager, Kent Lundell, ASEA National Board Representative and Susan Oakden, Division Administrator.

EXCUSED

Jason Pellegrini, Rich McLaughlin, Sandy Sandusky.

ABSENT

Shannon Highlander.

APPROVAL OF AGENDA/PROPOSALS

M.S.C. (unanimous) Boyer/Kronthaler

APPROVAL OF MINUTES

M.S.C. (unanimous) Kronthaler/Waggoner

That the minutes of May 20 & 21, 2011 be accepted as written.

Revision of wording of two proposals:

030511 Change to read: "There have been no posted updates in the By-Laws since 2003, except for the previous change in Section 6-Purchasing (Proposal 020511) authorizing amount of \$500 for extraneous purchases. That change will be made to the By-Laws."

090511 Change to read: "Accept proposal as amended to read: AASI-I would ask that the Board approve an additional required clinic day at level 2 & 3 of certification: 2 days for L2 and 2 days for L3.

REPORTS

President

Chris Katzenberger reviewed her report with the Board. She welcomed PJ Jones and Patrick Rice to the Discipline Manager group. Stephen and PJ will be going to the Strategic Education Plan meeting in Denver the 1st of October, 2011.

To date, the ASEA National Board is now stating that the dues increase for the 12-13 season will be \$11, but the discussion is still ongoing. (As I record these

Attachment A

minutes, I see that in the President's report, Chris states the dues increase is for the 13-14 season and that is in error. It will be for the 12-13 season)

At this time, the President requests a closed session and asks all non-Board members to leave the meeting for a short period.

Administrative V.P.

Attachment B

Joe Waggoner reviewed his report. New uniforms are on the way for Alpine and Snowboard DECL staff. Two new personnel will be hired for the office for the upcoming season. Phil Miller will be working from home this upcoming season; therefore, Susan will be hiring two new office personnel for the office. Joe distributed current financials. **(See Attachments C and D)**

Communications V.P.

Attachment E

Nancy Kronthaler reviewed her report. Reminded the Board that submitting an article for *The Edge* is a Board member requirement. Also, reminded all to promote the Outreach Program to all member schools in our division.

ASEA Representative

Kent Lundell verbally gave his report. The National Board meeting will be held in January, 2012 and will include Presidents and Division Administrators from all 9 divisions. He has contacted all Board members personally to keep all informed on current ASEA's happenings.

Alpine Education Manager

Attachment F

Stephen Helfenbein reviewed his report with the Board. Summarized the events and projected changes for this season, especially the L2 prep camp that will be a pilot program for this season. L3 prep camp will be held both in the North and the South regions this season. Many lectures will be scheduled this season by Stephen, Collin Bywaters and Ron Kipp. A proposed Curriculum Path article will be published in the fall issue of *The Edge*.

Alpine Certification Manger

Attachment G

PJ Jones reviewed his report with the Board. Basic demos will be focused during DECL training. The crossword puzzle in the L1 workbook will be changed to a 'word match' - much more user friendly.

Alpine DECL Logistics & Scheduling Manager

Attachment H

Dustin Cooper reviewed his report with the Board. DECL work requests will be going out soon along with the final event calendar. DECL evaluations have been completed.

Snowboard Discipline Manager

Attachment I

The Snowboard report was submitted electronically to the Board by Lane Clegg. The committee has not yet met this season, but will soon to finalize some things. The committee will be identifying and assisting any members who are interested in trying out for the National Team next spring.

Nordic Discipline Manager

Attachment J

Mike Shimp submitted his report electronically to the Board

Children's Discipline Manager

Attachment K

Mark Nakada submitted his report electronically and Patti Olsen summarized it for the Board. The National Children's Task Force has been reviewing and assessing all CS programs. Intermountain Children's program curriculum was used as a benchmark for the national standards. These standards for the 11-12 season will mirror what Intermountain has been offering for the past several years.

Adaptive Discipline Manager

Attachment L

Kristen Caldwell reviewed her report with the Board. She is very appreciative of the adaptive pins that were purchased for the 11-12 season. Kristen announced she will be on maternity leave from October until January 1st.

Office Administrator Report

Susan Oakden verbally discussed her report with the Board. She announced there will be 2 new girls in the office this season that will be job sharing admin duties.

NEW BUSINESS

It was decided in discussing proposals, that Proposal 010911 would be discussed last due to its lengthy context.

Proposal 020911

Discount Pass

M.S.C. (unanimous) Waggoner/Kronthaler

The Division may provide a Clinic Discount Pass. The pricing and parameters of use will be reviewed from time to time by the Ed & Certification committee and the BOD. Current terms of use will be posted on the Division's website. PSIA/AASI-I will stand by the posted policies to protect our privileges with our host areas.

Proposal 030911

National Team Event

M.S.C. Butler/Boyer

Accept proposal as amended to read:

This is a proposal to create a premium event that utilizes National Team Members. It would be a 2-day event. The division would host 2 National Team members and use 2 local National team members. The cost demands of the event would require charging a fee that is beyond our standard fee for 1 day of on snow education. The division would need to budget to cover a clinicians travel, lodging and per diem costs. A subsidy of approximately \$750 from the PSIA/AASI Education Foundation would be used to defer cost. The proposed event fee would be \$190. See attached sheet for a more detailed description of costs.

Favor: Waggoner, Blank, Butler, Fantis, Franzeim, Boyer, Oliveri,
Flinn Ware, Kronthaler

Opposed: Ator

Proposal 010911

IMD Policies and Procedures

Discussion of Policies and Procedures followed and these revisions were made:

Page 7 Move to strike Waggoner/Ator

July 27, 1992 – University of Utah Ski Archives

A line will be added to all dues and other statements going to the members, allowing them to donate an open amount to the University of Utah Ski Archives.

Page 8 Move to strike Ator/Waggoner

Multidiscipline Continuing Education

A multidiscipline certified instructor must maintain the 2 year – 12 hour clinic credit requirement.

Due to the dual certification, it is established that 6 hours of Alpine and 6 hours of Nordic, Adaptive or Snowboard is obtained within the 2 year period to maintain certification in each discipline.

- Page 9 Move to strike Ator/Boyer
May 7, 1994 – Senior Program
The board endorses and recommends that each member snowsports school in the PSIA/AASI-Intermountain division develop and offer to the public programs for the instruction of individuals over 50 years of age and special senior programs and events for such individuals and groups.
- Page 10 Move to strike Franzeim/Waggoner
November 2, 2002 – Workbook for clinic credit
The division shall create a workbook that members can fill out and get clinic credit for their efforts. The member would download the workbook at no cost off our website, fill the workbook out and send it in the Division office for correction at a set fee. The cost of the workbook/clinic will be posted on an updated event price list on the website. The workbook questions will come out of the Core Concepts and Alpine Technical manuals and the PSIA/AASI-I Master Plan/Study guides. Members would receive three (3) hours credit for completing the workbook.
- Page 11 Move to strike Ator/Waggoner
October 13, 1996 – Specialty Discipline Accreditation
The education/certification committee shall put together an outline for specialty disciplines accreditation program.
- Page 12 Move to keep Franzeim/Waggoner
June 24, 2004 – Accredited Trainer
The Division will establish PSIA/AASI-I Accredited Trainer. The candidate must be a current Level 3 certified in good standing. Upon application, pending approval by the Education and Certification Chairpersons, Level 2 Certified members may be accepted addressing special circumstances; e.g. meeting specific needs of a member snowsports school. The accreditation will reflect no higher level than the certification of the candidate at the time of the accreditation. Details on the process, prerequisites and costs will be updated and available through the office and on the division website. *(Amended September 19, 2004)*
- Page 13 Move to strike Waggoner/Flinn Ware
April 15, 1999 – Level I Workbooks
All Level I workbooks will cost the members \$15.00.
- Page 14 Move to strike Waggoner/Butler
May 18, 1997 – Nordic Backcountry Assessment
The Nordic instructors taking the Nordic Backcountry assessment will be certified at the level at which they pass. This exception would mean that a candidate could certify at Level 3 without first becoming Level 2.
Opposed: Fantis
Favor: Waggoner, Blank, Butler, Franzeim, Boyer, Oliveri, Flinn Ware, Kronthaler, Ator
- Page 14 Move to strike Waggoner/Kronthaler
January 23, 1998 – AASI Level 2 Teaching Assessment
The division will proceed with the pilot program and have a standard form available to be signed off by the instructor's snowsports school director. Details on the process, prerequisites and costs will be updated and available through the office and on the division website.
- Page 14 Move to strike Waggoner/Butler
January 12, 2000 – Adaptive Certification
The adaptive certification program will follow, on a trial basis, the Alpine Portfolio for Level 2 with changes as presented by Neil for this upcoming season. The Education/Certification committee will work with Neil to adapt the alpine portfolio to meet the standards of the adaptive certification.
- Page 18 Move to strike Waggoner/Flinn Ware
November 1, 1998 – Adaptive Committee
The Adaptive Committee guidelines shall be accepted as presented to the Board.
- Page 20 Move to strike Ator/Kronthaler
May 5, 2005 – Purchase DVD player, video camera
A DVD player and video camera will be purchased for divisional use.
- Page 20 Move to strike Waggoner/Butler
June 26, 2004 – Dues Billing Cycle for New Members
The Division office will implement an anniversary billing for new and transferred members as soon as it is technically feasible (PSIA/AASI national/divisional database compatibility)
- Page 20 Move to strike Kronthaler/Flinn Ware
June 26, 2004 – Event Fees
All clinic, accreditation and assessment fees will be increased by \$15 per six-hour event beginning fiscal year 2005 (2004/2005 season)

- Page 20 Move to strike Waggoner/Ator
January 23, 1998 – Ski School Director’s Committee
That the name of our current Ski School Director’s Committee be changed to Snow Sports School Management Committee as proposed by Jim Kersher.
- Page 21 Move to strike Kronthaler/Franzeim
May 5, 2005 – Recruitment Letters to Non-Members
The Division will mail recruitment letters to non-members working for Snowsports schools in early December. Non-members will be invited to attend events promoting PSIA/AASI-I, which will be held in early to mid December. Event leaders will be paid \$50 for the 2-hour promotion. The Promotional session will serve as the non-financial prerequisite for Registered status. This is an opt in program for Snowsports schools, which will provide mailing labels of non-members and new hires to the Division. Tony Fantis will create a letter to send to the schools.
- Page 21 Move to strike Boyer/Franzeim
November 11, 1988 – Reserve Accounts
That three (3) reserve accounts be established. The 1st account to equal one years operating budget of approximately \$35,000. This account to be established over a ten year period. The 2nd account to equal the purchase price of a pc type computer with hard disk drive and printer, approximately \$3,900. The 3rd account to equal the purchase price of a new copier, approximately \$3,700. Administration of the reserve account will be at the discretion of the full executive board.
- Page 21 Move to strike Waggoner/Kronthaler
November 1, 1998 – PSIA Manual Discount Policy
All orders for PSIA manuals will be processed through our division office and not placed directly through PSIA.
- Page 22 Move to strike Waggoner/Boyer
July 29, 2003 – Audit
A one time divisional audit will be performed based on passage of Bylaw changes instituted at last meeting.
- Page 23 Move to strike Waggoner/Blank
July 27, 1992 – Past Dues
That past dues become a line item, which will start with a \$0 balance at the beginning of the fiscal year.
- Page 23 Move to strike Waggoner/Kronthaler
March 28, 1993 – Action Plan
The Division will follow through with the Action Plan and use the Action Plan for all further projects requiring funding in the division and that the Administrative Vice President administer this program.
- Page 23 Move to strike Waggoner/Boyer
June 1, 1990 – Purchase Order System
The Division will institute a purchase order system in its incubation stage.
- Page 23 Move to insert Butler/Blank
May 15, 2010 – Hall of Fame Reconstruction
Insert the wording of ‘per year’ amending the policy to read: A ‘one-time charge’ from retained earnings Be made to fund a reconstruction of the display at the Joe Quinney Winter Sports Center/Alf Engen Ski Museum at the Utah Olympic Park. This will protect our heritage that we will have for years to come. Add \$1,000 per year line item to budget to accumulate funds for future use.
- Page 24 Move to strike Boyer/Ator
September 18, 2004 – Pay Increase for DECL’s
The fee for DECL’s shall be increased to \$140 per day for clinic leaders, \$160 per day for examiners and \$130 per day for non DECL Accreditors.
- Page 26 Move to strike Waggoner/Blank
October 25, 1995 – Selection process for Nordic, Snowboard & Alpine National Team Candidates
That the Programs Administrator and DECL Logistics Manager define the process for selection of candidates for the National Team depending on the number of applicants who wish to tryout.
- Page 26 Move to amend Ator/Butler
May 15-16, 1992 – Articles for “The Edge”
Amended to read: All Board members and DECL’s write at least one article per year for “The Edge”
- Page 26 Move to amend Waggoner/Flinn Ware
May 17, 1998 – BOD Name and Mailing Address in “The Edge”
Amended to read: The name, region resort and terms of all Board members be published in each issue of “The Edge.”

November 3, 2001 – Website Message Board

That the website message board be set up for a trial period with the Communications VP overseeing and monitoring the Board. The division webmaster will update the site.

Motion to accept these Policies and Procedures as amended in current form.

M.S.C. (unanimous) Waggoner/Fantis

These P & P's should be updated after every BOD meeting.

CORRESPONDENCE

M.S.C. (unanimous) Ator/Flinn Ware **Attachment M**
A letter was read from Christopher Ulm requesting Emeritus status with the Nordic education team. Approval was given.

M.S.C. (unanimous) Waggoner/Ator **Attachment N**
A letter was read from Michael Biittner requesting inactive status for the 10-11 and 11-12 seasons. Approval was given.

ADJOURNMENT

Motion to adjourn

M.S.C. (unanimous) Ator/Kronthaler

There being no further business to discuss, the meeting was adjourned at 3:50 p.m. A tentative evening meeting January 27th, 2012 @ 6 p.m. was scheduled.

Respectively submitted by,

Susan Oakden
Office Administrator