

____ President: Jodi Riddell

____ Vice President: Michael Dale

____ Secretary: Tina Dobson

____ Treasurer: Lisa Behrens

____ Director at Large: Dave Haggard

____ Director at Large: Larry McKinstry

____ Director at Large: Michelle Traxler



PO Box 520931

Big Lake, AK 99652-0931

Executive Board Meeting – November 25, 2025 – 6:00 PM
Susitna Brewing Co. Cafe

DRAFT MINUTES

1.) Call to Order/ Determination of Quorum

By: Jodi Riddell Quorum: Yes Time: 6:06pm Attendees: Larry McKinstry, Michelle Traxler,
Jodi Riddell, Michael Dale, Lisa Behrens, Tina Dobson, Dave Haggard at 6:30

2.) Pledge of Allegiance

3.) Agenda Approval Motion: Michael Dale Second: Yes

4.) Previous Meeting Minutes Approval (August 26, 2025)

Motion: Michael Dale Second: Yes Copy signed: Jodi Riddell

5.) Presentations none

6.) Treasurer's Report

Checking (Community Revenue Sharing funds): **\$11,908.51**

Savings (Membership Dues): **\$3,928.42**

Money Market (Jordan Lake Park project funds): **\$40,881.66**

7.) Correspondence

8.) Unfinished Business

1. Big Lake Chamber of Commerce membership – update: Membership completed, item complete
2. Jay Nolfi Park – Building Rental, ongoing improvements & funding – updates.
 - a. BLCC bookkeeper recommends opening a separate account for managing rental deposits, and park improvement & upkeep expenses – status update: Paperwork is ready for new account.
 - b. MVFCU authorized BLCC signers list – update: New officers will update MVFCU access
3. BLCC AV resources and MSB IT support at Big Lake Lions Recreation center – update: TVs are installed
 - a. BLCC no longer being charged rent for Big Lake Lions Rec center use – Proposal: use some freed-up funds to purchase flat TV for speaker presentations
 - b. Proposal: remote/online meeting access to BLCC General Membership meetings – Michael Dale will follow up on audio-only access.
4. Skeetawk youth ski-lift tickets / grant money for bus transport held by Valley Transit – update: No money was issued to Valley Transit for Skeetawk busses. Item closed.
5. Jordan Lake Park Care Agreement & Workman's Comp waiver – update: Jodi Riddell will follow up
6. BLCC Bylaws Review and Amendments – update: Item complete, bylaws approved and amended.

9.) New Business

1. BLCC Board appointment to open Director position. Jodi Riddell recommends Tina Dobson. Board approved unanimously.
2. BLCC Board of Directors Officer nominations and appointments for 2026
 - a. President - Jodi Riddell
 - b. Vice President – Michael Dale
 - c. Secretary – Tina Dobson
 - d. Treasurer – Lisa Behrens
3. BLCC Board of Director expectations
 - a. Director Conflict of Interest forms – Completed by all 7 Board Members
 - b. Director Code of Conduct review – Completed by all 7 Board Members
 - c. Incoming/Outgoing Officer handoff preparation & process – Lisa & Tina to meet
 - d. Director at Large role assignments:
 - i. Director at Large #1 – Larry McKinstry, Jordan Lake Committee Chair, Grants Co-coordinator
 - ii. Director at Large #2 – Michelle Traxler, CIP Committee Chair, Community clean-up liaison to MSB
 - iii. Director at Large #3 – Dave Haggard – Grants Co-coordinator
4. Future speakers for General Membership meetings – Recommendations made by Board, Jodi Riddell will follow up on scheduling.
 - a. December (no meeting)
 - b. January:
 - c. February
 - d. March: Michelle Overstreet from My House
5. Proposed BLCC Youth Membership (Michael Dale) – Willing to coordinate with local schools, about program like the Meadow Lakes Community Council Youth Ambassador program.
6. BLCC Treasurer's process update recommendations: Items a. through d. approved by Board
 - a. Per BLCC Bylaws – Income/Expense transactions as well as account balances reported (with printouts available) at each BLCC General Membership & Board meeting. (Lisa Behrens)
 - b. Recommendation: Annual BLCC budget development & approval process. (Lisa Behrens)
 - c. Once second and third MVFCU account is established, designate and fund one of the subaccounts for "Community Emergency Fund" (Michael Dale) – Good idea, can be implemented when the new accounts are opened. Keep this item open for funding ideas.
 - d. Proposed membership coordinator role move from BLCC Secretary to Treasurer (Lisa Behrens)
7. BLCC Community Event Calendar needed – Board members to follow up on items a. through c. below
 - a. How to get info to Michael for the website?
 - b. Can we link into the Chamber of Commerce calendar?
 - c. Does our Proton account include a calendar?

10.) Persons to be Heard (3 Minute Maximum time per person) none

11.) Announcements Various upcoming events – to be forwarded to Michael Dale for the website.

12.) Board Member Closing Comments

Jodi Riddell: Holiday bazaar and silent auction events coming up for the holidays. Welcome to our new board members and Happy Thanksgiving

Michael Dale: Happy Holidays

Tina Dobson:

Lisa Behrens:

Michelle Traxler:

Larry McKinstry: Can BLCC Board of Director meetings be changed to a different night of the week or an earlier time? Board agreed to move meeting time up to 5:30pm. 2026 meeting calendar will reflect the change.

Dave Haggard:

13.) Adjournment

Motion: Jodi Riddell Second: Yes Time: 6:06pm

Signature – President – Big Lake Community Council

Date

Attestation – Secretary – Big Lake Community Council

Date