

☒ 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**

**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 2-24-2026

  
\_\_\_\_\_  
Attestation – Secretary – Big Lake Community Council

\_\_\_\_\_  
Date 2-24-26