

Bulkley Valley Cross Country Ski Club Annual General Meeting
Friday, October 23, 2015, 8:00pm, Muheim Elementary, Smithers, BC

Attendees:

Board:

Daryl Wilson

Leslie-Jean MacMillan

Lea-Marie Bowes-Lyon

Wally Lesawich

Suzanne Pearce

Kara Prezczek

Not present: Jill Krause, Jevan Hanchard, Steve Osborn

Members:

Kirsteen Laing

Stephen Howard

Dave Pellow

Brant Dahlie

Tenly Dahlie

Andy Thompson

Christy Pellows

Dennis Courtliffe

Debbie Courtliffe

1. Call to order 8:15pm

2. Overview of agenda

3. Reading of last AGM minutes:

The last AGM's minutes were not available at this meeting so were not read or presented. Minutes will need to be approved at the next AGM.

4. Chair's Report:

- Review of work being done on draft Capital Plan. Some proposed infrastructure projects included in the plan are:
 - Roof over biathlon targets, lights for biathlon range, a few new targets, to be funded by grants
 - Trail light conversion to LED
 - Other projects as per table of potential projects in hand outs
- Brief mention of Board Job Description document that is being updated.

- New head coach hired for the upcoming season. Lisa Perry has been hired on a one-year contract.
- Water tank replacement update
 - Health Inspector to visit on October 27, 2015.
 - A second positive water test required to remove boil water advisory.
 - The old cistern will be kept for other purposes if possible. Ideas include using as source for fire suppression.
- Chimney replacement
 - Due to issues with old chimney, new chimney was installed. Furnace now functions as it should.
- Snowflake social will be held on Nov. 14, 2015 to kick off new ski season. Adult members only. 7PM to midnight
- Other activities planned for the season that are new to the club and intended to increase provide some fun activities for members:
 - Ski with Santa and Santa's workshop – December
 - Tour de Soup – January
 - Winter Carnival race in town

5. Financials – Kara Prezccek

- Mini-year ran from April 1 to June 30, 2015. This mini-year was created in order to change year-end date to better align with the end of the ski season.
- New year to start July 1 and end June 30.
- Actuals for mini-year and forecast for next year as presented in hand out.

6. Business meeting adjourned at about 8:35.

7. Election of Directors for 2015-16

No nominations from the floor. Board elected by acclamation.

Returning Members:

1. Jill Krause
2. Lea-Marie Bowes-Lyon
3. Jevan Hanchard
4. Sue Pearce
5. Daryl Wilson
6. Wally Lesawich
7. Leslie-Jean MacMillan
8. Kara Prezccek
9. Steve Osborn

8. Date of next AGM to be determined.

9. Questions/Discussion from floor:

- Status of Harold Price Cabin:
 - Daryl Wilson speaking with Joanne Williams from Recreation, Sites and Trails
 - Bulkley Valley Backpackers Society (“Backpackers”) interested in taking over the cabin from the club. They would allow ski club members access.
 - The Backpackers will have to get their own insurance for the cabin.

- Status of Starr Creek Cabin:
 - Smithers Snowmobile Association would like to take over the cabin. They are currently doing the maintenance on it.
 - Our position is that the cabin is closed. We have posted signage to this effect, stating that usage is at user’s own risk.
 - Dave Pellow will go to the next Smithers Snowmobile Association meeting to get a sense of what is going on from their side.
 - Status with respect to Government is unclear. Daryl will double check with Government on status and report back to Board.

10. Meeting adjourned 8:45pm.

Bulkley Valley Cross Country Ski Club
Balance Sheet
As of June 30, 2015

	Jun 30, 15
ASSETS	
Current Assets	
Chequing/Savings	
BV Credit Union 96685	
#100 Gaming Account	820.00
#101 Max - Organization	35,863.94
#301 Equity Shares	298.61
#500 Membership	0.27
#502 Einar Blix Memorial Fund	251.07
Total BV Credit Union 96685	37,233.89
Total Chequing/Savings	37,233.89
Accounts Receivable	
Accounts Receivable	103.00
HST/GST Receivable	436.34
Total Accounts Receivable	539.34
Other Current Assets	
Pre-paid Expense	5,727.49
Total Other Current Assets	5,727.49
Total Current Assets	43,500.72
Fixed Assets	
Capital Assets	
Buildings (4% decreasing bal)	
Lodge	
Lodge Building	344,202.31
Total Lodge	344,202.31
Caretaker	
Caretaker Cabin	50,054.57
Total Caretaker	50,054.57
Waxing Hut	
Wax Hut	42,332.08
Total Waxing Hut	42,332.08
Biathlon	
Biathlon Cabin	30,067.13
Total Biathlon	30,067.13
Total Buildings (4% decreasing bal)	466,656.09
Equipment (20% decreasing bal)	
Tracksetter Equipment	
Tracksetter	132,275.00
Tracksetter Accum Deprec	-56,870.20
Total Tracksetter Equipment	75,404.80

Bulkley Valley Cross Country Ski Club
Balance Sheet
As of June 30, 2015

	<u>Jun 30, 15</u>
Snowmobile Equipment	
Snowmobile	27,599.49
Snowmobile Accum Dep	<u>-5,600.00</u>
Total Snowmobile Equipment	21,999.49
Tractor Equipment	
Tractor	23,984.52
Tractor Accum Deprec.	<u>-16,126.53</u>
Total Tractor Equipment	7,857.99
Small Equipments	
Small Machines	1,200.00
Small Machinery Accum Deprec	<u>-1,348.35</u>
Total Small Equipments	<u>-148.35</u>
Total Equipment (20% decreasing bal)	105,113.93
Trail Lights & Biath Targ (10%)	
Trail Lights	
Trail Lighting	150,000.00
Trail Lighting Accum Deprec	<u>-64,707.00</u>
Total Trail Lights	85,293.00
Biathlon Range	
Biathlon Range Targets	62,000.00
Biathlon Targets Accum Deprec	<u>-56,532.50</u>
Total Biathlon Range	<u>5,467.50</u>
Total Trail Lights & Biath Targ (10%)	90,760.50
Non Owned Asset	
Underpass	<u>75,536.62</u>
Total Non Owned Asset	<u>75,536.62</u>
Total Capital Assets	<u>738,067.14</u>
Total Fixed Assets	738,067.14
Other Assets	
Term Deposits	
#700 3 yr Locked May 11, 2015	13,144.77
#704 2 yr Locked May 9, 2015	11,693.25
#708 2 yr Redeem Apr 20, 2015	21,333.96
#713 3 yr Locked Nov 1, 2016	15,307.50
#709 5 yr Redeem Feb 25, 2017	3,831.27
#710 5 yr Redeem Mar 20, 2017	10,647.67
#711 5 yr Redeem Aug 10, 2017	13,480.98
#714 5 Yr Locked Nov 1, 2018	<u>7,750.86</u>
Total Term Deposits	<u>97,190.26</u>
Total Other Assets	<u>97,190.26</u>
TOTAL ASSETS	<u><u>878,758.12</u></u>

Bulkley Valley Cross Country Ski Club
Balance Sheet
As of June 30, 2015

	Jun 30, 15
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,869.55
Total Accounts Payable	1,869.55
Other Current Liabilities	
Einar Blix Memorial Fund	160.05
Deferred Income	
ADP Nationals Payout - Deferred	840.15
Biathlon Range Improve - Defer	1,497.81
Rabbit Coach Train - Deferred	1,000.00
Race Event - Deferred	1,000.00
Summer Program - Deferred	3,060.48
Total Deferred Income	7,398.44
GST/HST Payable	-639.33
WCB Payable	439.84
Total Other Current Liabilities	7,359.00
Total Current Liabilities	9,228.55
Long Term Liabilities	
Restricted Funds	
Athlete Van Restricted Funds	40,708.13
Infrastructure Restricted Funds	35,019.73
Piston Bully Restricted Funds	61,656.92
Total Restricted Funds	137,384.78
Total Long Term Liabilities	137,384.78
Total Liabilities	146,613.33
Equity	
Equity in Capital Assets	738,067.14
Opening Bal Equity	-751.02
Retained Earnings	1,733.76
Net Income	-6,905.09
Total Equity	732,144.79
TOTAL LIABILITIES & EQUITY	878,758.12

Bulkley Valley Cross Country Ski Club
Profit & Loss
 April 2015 through June 2015

	<u>Apr - Jun 15</u>
Income	
M/L&A/A - Income	
Registration & Ticket Sales	
Season's Passes	-45.00
Total Registration & Ticket Sales	<u>-45.00</u>
Lodge Revenue	
Lodge Rental	-150.00
Total Lodge Revenue	<u>-150.00</u>
Misc. Revenue	
Backcountry Income	133.33
Total Misc. Revenue	<u>133.33</u>
Bank Interest	
Bank Account Interest	59.34
Term Deposit Interest	574.10
Total Bank Interest	<u>633.44</u>
Total M/L&A/A - Income	<u>571.77</u>
Biathlon Facility - Income	
Biathlon Facility Fundraising	2,376.00
Total Biathlon Facility - Income	<u>2,376.00</u>
Coaching - Income	
Summer Program	560.00
Total Coaching - Income	<u>560.00</u>
Skill Development Income	
ADP - Income	
Income from Athletes	
Spring Bear Fees	75.00
Total Income from Athletes	<u>75.00</u>
Specific Income	
Midget Fundraising (Pie Sales)	163.00
Total Specific Income	<u>163.00</u>
Total ADP - Income	<u>238.00</u>
Total Skill Development Income	<u>238.00</u>
Total Income	<u>3,745.77</u>
Expense	
M/L&A/A - Expense	
Administration	
Bank Charges	60.50
Board Meeting Expenses	-40.20
Bookkeeping	2,565.00
Insurance Biathlon Facility	258.00
Office Expenses	-22.01
Telephone	181.95
Internet	-154.07
Other	92.19
Total Administration	<u>2,941.36</u>

Bulkley Valley Cross Country Ski Club
Profit & Loss
 April 2015 through June 2015

	Apr - Jun 15
Area	
Hydro	1,869.78
Trail Maintenance	400.00
Wax Hut Maintenance	300.00
Total Area	2,569.78
Communications	
Advertising	214.65
Total Communications	214.65
Tracksetter	
Repair/Maintenance	581.90
Total Tracksetter	581.90
Total M/L&A/A - Expense	6,307.69
Biathlon Facility - Expense	
Biathlon Facility Fundraising	2,000.00
Total Biathlon Facility - Expense	2,000.00
Coaching - Expense	
Summer Program	560.00
Total Coaching - Expense	560.00
Race Event - Expense	
Equipment	92.17
Training	-11.00
Total Race Event - Expense	81.17
Skill Development Expense	
ADP - Expense	
Other Expenses	
Volunteer Coach Thank You	650.00
Total Other Expenses	650.00
Ski Booster Fundraising Expense	
Ski Swap	52.00
Total Ski Booster Fundraising Expense	52.00
Total Ski Booster Fundraising Expense	52.00
Total ADP - Expense	702.00
Rabbits - Expense	
Rabbit Volunteer Recognition	1,000.00
Total Rabbits - Expense	1,000.00
Total Skill Development Expense	1,702.00
Total Expense	10,650.86
Net Income	-6,905.09

BULKLEY VALLEY CROSS COUNTRY SKI CLUB

SUMMARY

ACTUALS 2015 Short

FORECAST 2015-16

Program	ACTUALS 2015 SHORT YEAR			FORECAST 2015-2016		
	Income	Expense	Net Income	Income	Expense	Net Income
Member	\$ 571.77	\$ 6,307.69	\$ (5,735.92)	\$ 82,850.00	\$ 103,113.00	\$ (20,263.00)
Biathlon Facility	\$ 2,376.00	\$ 2,000.00	\$ 376.00	\$ 14,297.81	\$ 14,297.81	\$ -
Coaching	\$ 560.00	\$ 560.00	\$ -	\$ 33,200.00	\$ 33,200.00	\$ -
Race Event	\$ -	\$ 81.17	\$ (81.17)	\$ 5,200.00	\$ 5,200.00	\$ -
ADP	\$ 238.00	\$ 702.00	\$ (464.00)	\$ 34,770.63	\$ 32,990.15	\$ 1,780.48
Rabbits	\$ -	\$ 1,000.00	\$ (1,000.00)	\$ 7,100.00	\$ 7,100.00	\$ -
School	\$ -		\$ -	\$ 7,000.00	\$ 7,000.00	\$ -
Masters	\$ -		\$ -	\$ 500.00	\$ 500.00	\$ -
	\$ 3,745.77	\$ 10,650.86	\$ (6,905.09)	\$ 184,918.44	\$ 203,400.96	\$ (18,482.52)



NOTICE OF ANNUAL GENERAL MEETING

of the Bulkley Valley Cross Country Ski Club

Background

At our last AGM on May 13, 2015, we discussed a proposal to change the club's fiscal year from the current April 1 - March 31 period to a new period: July 1 – June 30. The change would better enable financial reports, forecasts and program reports to fully cover the previous ski season. After considering member feedback and investigating potential implications, the board of directors passed a motion on June 4, 2015 to change the club's fiscal year end to June 30th. As discussed at the May 13th AGM, the change in fiscal year would mean that future AGMs would be in the fall. Since our bylaws require an AGM no later than 15 months after the previous AGM, we need to have an AGM this fall to put us on track for future fall AGMs. This will be an official AGM, but since it is happening less than five months after the previous AGM and will have financial reports for the very low activity period April 1 – June 30, 2015, we are referring to this as a “mini-AGM”.

Notice

The Bulkley Valley Cross Country Ski Club will hold its annual general meeting at on Friday, October 23, 2015 at 8:00 pm at Muheim Elementary School, 3659 3rd Ave., Smithers, B.C.

Reports

Financial statements for the transitional fiscal year April 1, 2015 – June 30, 2015 will be available for review. The club president will present a brief update of club activities and plans for the coming season.

Election

Directors will be elected to the board for the coming year. All current directors have agreed to stand for re-election. New nominations can be made at the AGM.

If you have any questions about this AGM, please contact the Daryl Wilson (chair@bvnordic.ca) or Steve Osborn (secretary@bvnordic.ca).