

BVCCSC EXECUTIVE MEETING MINUTES

APR 01, 2010

ALPENHORN 5:30 PM TO 8:00 PM

Attending: Steve Howard, Geoff Recknell, Jill Krause, Daryl Wilson, Dave Pellow, Christine Birnie, Adrian Johnson, Leanne Helkenberg.

1. Call to order 5:30pm Alpenhorn.
2. Additions to agenda. None.
3. Changes to minutes of the meeting of Feb.
 - take out vii) "but didn't actually coach herself"
 - take out vii)"about the money that went to the wax hut that belonged to the race team" and change to 'regarding their support for the coaching program when money is scarce."
4. Old business arising from minutes:
 - Letter to coaching committee was well received.

5. Reports:

a. Financial –AJ

-Ticket checkers: Checking is going well, most people have passes now. Jan Pinkerton is doing most of it. There needs to be an individual to take ownership. Jan would be willing to organize ticket checkers.

Motion: To create a formal pass checker role to report to the membership director.

All in favour.

b. Membership – JK

-2008/2009 Summary sheet ticket sales total \$3745.58. Booth was open 67 half days for an average of \$111.81 per day. Membership of 675.

-2009/2010 Summary sheet ticket sales total \$6526.01. Booth was open 62 half days for an average of \$210.52 per day. Membership of 721.

c. Promotions – LH

-Can Ingrid Granlin be recognized for all the work she`s done this year on posters, newsletter, ski clinics etc. Board decided on a bottle of wine. If anyone else needs to be recognized please bring them to the Boards attention. Newsletter needs a champion next year. Advertising next year in Northword and CICK Radio, not so much in Interior News.

d. Race committee – SO absent

e. Lodge and Area and Community Forest – BD absent

f. Biathlon – PT absent

g. Backcountry – DP

-Snowmobilers have asked him if any snowmobilers have been into Starr Creek without booking. Great that they are checking up on themselves. In the summer DP will tag fly up with Tom Brooks (when he has room on an already booked flight) and get dropped off for a look around and maybe bring in a stove cap etc.

h. Wetzinkwa, Community forest – GR

-Did a walk about Pine Creek`s logged area with 4 Wetzinkwa`s Board Members. Looks great. Will burn piles in Summer and also de-activate road to landing. SH put together a photo book to give to Wetzinkwa.

Athlete Developement- -CB - no report

j. DW Report

-Track setting committee: the Executive will wait for the committee to decide how the honorarium will be divided up.

k. Various – SH – no report

6. AGM preparation

a. Financial Statement – AJ

-See attached.

-Most programs made more than they spent.

-\$56K in reserves. Maybe the reserve accounts could be consolidated.

Motion: To propose that a minimum \$56K of term deposits is set aside for the replacement or repair of capital items for this year. All in favour.

- Gaming grant has changed, but still supports youth and sports and has increased in amount. We should put in a solid application for \$20k. Need someone to champion this.
- Forecast for next year-\$20K from club to Athlete Dev. Need a copy of proposal for GM Grant. Should be pretty much the same as every year.
- GR concerned about snowmobiles. Tracksetting Committee will take them in for servicing.

DP wonders if we should be looking to the future and have two groomers (one older one for backup). GR suggests that we get a Ginza groomer.

b. Capital Expenditures-GR

-see attached

-Washrooms, wax hut and Biathlon targets are highest priority. There could be money for Ticket booth but probably not the volunteer labour.

-DP volunteers to organize a dance in the Fall.

-Capital expenditures to be paid from Grant money.

c. Motion for fee increase – SH

Motion: We are recommending a resolution to the AGM to raise fees by \$5.00 for adults and youths and \$15.00 for families. All in favour.

d. Motion to allow notice of AGM by e-mail – SH

Motion: see attached.

7. Club Calendar

a. Dates for courses and officials courses needed before April 23/10.

b. Competition schedule needed soon.

Motion to adjourn: GR, AJ

-All in favour.



I. BVXCSC 3 Year Capital Expenditure Plan (2010-2013)

Project	Priority	Cost	Proposed Year	Comments	Funding Source
Washroom Finishing	H	\$3,200	2010	Urinals, counter tops, trim, faucets, sinks, change table	Wetzinkwa Grant
Wax hut complete finishing	H	\$6,000	2010	Ceiling, finish inside walls, work stations benches, ventilators, finish outside	Fund raising \$2,000 Wetzinkwa Grant \$ 4,000
Biathlon targets	H	5,000	2010	Install 4 new targets	Fund raising/ relay
Snowmobile groomer	M	1,800 4,500	2010/11	Reduce time on PB for track setting	
Ticket Booth	M	6,000	2010/11 2011	Transformer, new pole? electrical and electric heat	
Replace machine shed	M	\$35,000	Before 2020	Requires a capital grant when opportunity arises	
Finish Main Lodge Ceiling	M	\$3,500	2011	Long standing item for sound quality and aesthetics.	
Biathlon hut replacement	M	Tba	2011	Assessment and plan to be done in 2010. Grant dependent	
Biathlon Power	M	~ \$3,000		Run overhead line off machine shed – need proper estimate	
Replace Lodge Wood Furnace	M	\$10,000	2013	Current furnace may last 10 more years; monitor. Air quality concerns in the staging area suggest we should replace sooner.	
Upgrade Lodge Flooring; stairs and high use areas	M	\$4,000	2015	Commercial grade, 20 year quality, 800 sq. ft. @ ~\$5/sq. ft.	
Water Quality	L	\$5,500	2012?	Install UV system and filters to bring well to drinking water standard.	

II. BVXC Lodge work list – 2010

	Priority	Comments	When
Lodge Maintenance:			
➤ Cabinet for stereo system	H	Under cabinet	Volunteer wood worker
➤ Paint upstairs walls	H		Work bee #1
➤ Storage unit in locker room	M		
Machine Shed:			
➤ Paint doors	M		Work bee #3
Caretaker cabin:			
➤ Complete upstairs balcony rail	H		Workbee #1
➤ Install deck railing	H	To comply with insurance requirements	Workbee #2
Lodge Improvements:			
➤ Kitchen cupboard doors	H	Brant	Ongoing
➤ More new lockers in north locker room	M	Requires a volunteer woodworker	Workbee #2

Future years:

➤ Rabbit storage	L	Build in cupboard under north stairway	
➤ Gear storage in wax room	L	Storage for bags on east wall; 24 inch deep cubicles. Requires a volunteer woodworker.	

Area work list

	Priority	Comments	When
Trail brushing	H	Need to clear sides of trails back 2-3 metres	mid summer
Biathlon range signage	H	Install new signage on perimeter of shooting range	Biathlon work bee #1
Repairs to biathlon hut	H		Biathlon work bee #1
Level stadium		Make room for new targets	July/August
Re / Re biathlon targets	H		Biathlon work bee #2
Biathlon storage	M		Biathlon work bee #2/3



III. BVXCSC Operation Budget 2010

Lodge	Priority		
➤ Supplies	H	Paint and repairs	\$1,000
• Supplies	H	Cleaning supplies	\$250
➤ Workbees	H	Refreshments	\$300
➤ Water aerator	H	Remove iron from well water	\$800
➤ Water	H	1 load	\$200
➤ Pump outhouses	H		\$200
Caretakers			
➤ Railing	H		\$250
➤ Misc	H		\$200
		Total High Priority Lodge	\$ 3,100
➤ Locker materials	M	Plywood etc	\$300
➤ Machine shed siding	M		\$300
➤ Kitchen cabinets	M	Plywood and hinges	\$400
Area			
➤ Biathlon maintenance	H	Door, target repairs, signage	\$500
➤ Biathlon stadium	H	Levelling, cribbing on firing line, posts for targets, cat/hoe	\$2,000
➤ Signage, safety, misc	H	To build a permanent structure for the lower parking lot welcome signs/drop box.	\$750
		Total High Priority Area	\$ 3,250
➤			
➤ Biathlon storage shed	M	Remove lean to from biathlon, patch roof	\$ 1,800
➤ Ditch and culvert at gate	M	Hoe: half day. Gravel	\$500
		Total (Area & Lodge) High Priority	\$6,350
		Total (Area & Lodge) H/M Priority	\$9,650

Bulkley Valley Cross Country Ski Club
Profit & Loss Budget vs. Actual
1 April 2009 through 20 March 2010

Draft 1 of 2010/ 2011
FORECAST

Nordic centre Programs

Income

Murdoch Memorial Fund	0	
Pole fundraising	0	
Coaching income		
BCVCCSC support		20,000
GM Coach Training grant		2,000
Wetzinkwa grant		0
CCBC Coaching Grant		0
BC Gaming Grant		0
Haywood (CCBC) Coaching		0
Total Coaching income	0	22,000
Season's Passes	49,000	
Memberships	14,000	
Ticket Sales		
Store Sales	4,000	
Ticket Booth	5,000	
Total Ticket Sales	9,000	0
Lodge Revenue		
Lodge Rental	300	
Locker Rental	1,000	
Total Lodge Revenue	1,300	0
Area Revenue		
Wetzinkwa grant	15,000	
Capital grant ammortisation	1,200	
BC Gaming Grant	0	
Hydro (Caretaker)	500	
Total Area Revenue	16,700	0
Racers		
Fees		3,500
Fundraising		
Bottle Drive		0
Ski Swap		600
Ticket Booth		2,000
Fundraising - Other		2,000
Total Fundraising		4,600
Training Camps		600
Racers - Other		0
Total Racers		5,200
Biathlon		
Ammunition		500
Fees		1,500
Fundraising		1,000

Draft 1 of 2010/ 2011
FORECAST

Nordic centre Programs

Rifle Rental		600
Biathlon - Other		1,200
Total Biathlon		4,800
Rabbits		
Fees		3,000
Total Rabbits		3,000
Masters		350
Backcountry Revenue		
Howard Price revenue		0
Star Creek revenue		200
Total Backcountry Revenue		200
School Program		2,500
Other Income		0
Race Events		
Marathon		2,000
Chris Dahlie		1,300
BV Open		850
Total Race Events		4,150
Sponsorships	300	0
Bank Interest		
Term deposit interest	1,500	
Bank interest - other	100	
Bank Interest - Other		
Total Bank Interest	1,600	0
Total Income	91,900	42,200
Expense		
Nationals support	2,000	
Coaching support	20,000	
Trail lighting depreciation	5,000	
School Program expenses		2,500
CCBC Membership	7,000	
Lodge		
Deprecation	5,000	
Maintenance	3,000	
Total Lodge	8,000	0
Area and Trail Maintenance		
Tractor depreciation	2,400	
Ticket booth staffing	2,000	
Caretaker Cabin		
Depreciation	1,250	
Caretaker Cabin - Other	450	
Total Caretaker Cabin	1,700	0
Tractor maintenance	600	

Bulkley Valley Cross Country Ski Club
 Profit & Loss Budget vs. Actual
 1 April 2009 through 20 March 2010

	2009 /2010 to March 20th - ACTUAL		2009 / 2010 Budget	Draft 1 of 2010/ 2011 FORECAST	
	Nordic centre	Programs		Nordic centre	Programs
Income					
Murdoch Memorial Fund	3,034		0	0	
Pole fundraising	3,000		1,000	0	
Coaching income					
BCVCCSC support					20,000
GM Coach Training grant		1,000	2,000		2,000
Wetzinkwa grant		12,500	12,500		0
CCBC Coaching Grant		7,926	12,926		0
BC Gaming Grant		4,500	4,500		0
Haywood (CCBC) Coaching		16,703	11,703		0
Total Coaching income		42,629	43,629	0	22,000
Season's Passes	48,078		41,000	49,000	
Memberships	13,524		10,000	14,000	
Ticket Sales					
Store Sales	-606		5,000	4,000	
Ticket Booth	5,573		5,000	5,000	
Total Ticket Sales	4,967		10,000	9,000	0
Lodge Revenue					
Lodge Rental	286		300	300	
Locker Rental	905		1,000	1,000	
Total Lodge Revenue	1,191		1,300	1,300	0
Area Revenue					
Wetzinkwa grant	12,500		12,500	15,000	
Capital grant ammortisation	1,200		1,200	1,200	
BC Gaming Grant	4,500		4,500	0	
Hydro (Caretaker)	242		500	500	
Total Area Revenue	18,442		18,700	16,700	0
Racers					
Fees		2,396	4,800		3,500
Fundraising					
Bottle Drive		4	750		0
Ski Swap		898	600		600
Ticket Booth		0	2,000		2,000
Fundraising - Other		1,911	2,000		2,000
Total Fundraising		2,813	5,350		4,600
Training Camps		625	1,000		600
Racers - Other		-46	0		0
Total Racers		5,788	11,150		5,200
Biathlon					
Ammunition		886	500		500

	2009 /2010 to March 20th - ACTUAL		2009 / 2010	Draft 1 of 2010/ 2011 FORECAST	
	Nordic centre	Programs	Budget	Nordic centre	Programs
Fees		2,555	850		1,500
Fundraising		1,373	200		1,000
Rifle Rental		762	600		600
Biathlon - Other		1,210	0		1,200
Total Biathlon		6,786	2,150		4,800
Rabbits					
Fees		3,095	3,000		3,000
Total Rabbits		3,095	3,000		3,000
Masters		0	350		350
Backcountry Revenue					
Howard Price revenue		19	200		0
Star Creek revenue		24	200		200
Total Backcountry Revenue		43	400		200
School Program		2,477	1,500		2,500
Other Income	5,075		5,075		0
Race Events					
Marathon		2,782	1,800		2,000
Chris Dahlie		1,298	850		1,300
BV Open		-27	850		850
Total Race Events		4,053	3,500		4,150
Sponsorships	0		300	300	0
Bank Interest					
Term deposit interest	885		1,500	1,500	
Bank interest - other	5		100	100	
Bank Interest - Other	70		0		
Total Bank Interest	960		1,600	1,600	0
Total Income	98,271	64,871	154,654	91,900	42,200
Expense					
Nationals support	0		2,000	2,000	
Coaching support				20,000	
Trail lighting depreciation	5,000		5,000	5,000	
School Program expenses		1,631	840		2,500
CCBC Membership	7,055		6,500	7,000	
Lodge					
Deprecation	5,000		5,000	5,000	
Maintenance	1,812		3,500	3,000	
Total Lodge	6,812		8,500	8,000	0
Area and Trail Maintenance					
Tractor depreciation	2,400		2,400	2,400	
Ticket booth staffing	0		2,000	2,000	
Caretaker Cabin					
Depreciation	1,250		1,250	1,250	

	2009 /2010 to March 20th - ACTUAL		2009 / 2010 Budget	Draft 1 of 2010/ 2011 FORECAST	
	Nordic centre	Programs		Nordic centre	Programs
Caretaker Cabin - Other	17		800	400	
Total Caretaker Cabin	1,267		2,050	1,650	0
Tractor maintenance	597		300	600	
Fuel					
Area	209		500	400	
Vehicles	394		500	500	
Total Fuel	603		1,000	900	0
Ticket Booth maintenance	0		1,000	0	
Small Equip. Repair & Maint.	143		750	200	
Parking Lot	0		1,500	1,000	
Hydro	2,579		2,000	3,000	
Area and Trail Maintenance - Other	2,464		5,700	3,000	
Total Area and Trail Maintenance	10,053		18,700	14,750	0
Tracksetter					
Depreciation	10,000		10,000	1,000	
Fuel	3,801		5,500	4,500	
Repair/Maintenance	21,515		25,000	5,000	
Honorarium	10,000		10,000	18,000	
Total Tracksetter	45,316		50,500	28,500	0
Administration					
Volunteer recognition	112		400	400	
Reconciliation Discrepancies	-1,400		0	0	
Board meeting expenses	275		250	250	
Office Expenses	592		900	900	
Telephone	322		330	330	
Bookkeeping	800		800	800	
Bank Charges	34		100	50	
Licences, Permits, Fees	122		200	200	
Insurance	5,044		5,500	5,200	
Administration - Other	921		800	1,000	
Total Administration	6,822		9,280	9,130	0
Communications					
Advertising	1,110		1,500	1,500	
Brochure	155		0	200	
Website	0		500	200	
Communications - Other	25		0	0	
Total Communications	1,290		2,000	1,900	0
Racer Expenses					
Training Camps	333		1,000	500	
Training	0		2,600	0	
Travel	0		4,000	1,000	
Waxes	277		2,500	1,000	
Racer Expenses - Other	1,562		1,000	2,000	

	2009 /2010 to March 20th - ACTUAL		2009 / 2010	Draft 1 of 2010/ 2011 FORECAST	
	Nordic centre	Programs	Budget	Nordic centre	Programs
Total Racer Expenses		2,172	11,100		4,500
Coaching					
Payroll administration		0	200		0
Travel		2,019	2,500		2,500
Wages		48,115	41,000		20,000
Benefits		118	0		0
Training		601	3,000		1,000
Coaching - Other		338	800		500
Total Coaching		51,191	47,500		24,000
Biathlon Expenses					
Ammunition		2,060	500		1,000
Biathlon BC Memberships		630	700		700
Range		51	100		100
Training		0	500		500
Travel		747	250		800
Biathlon Expenses - Other		480	0		500
Total Biathlon Expenses		3,968	2,050	0	3,600
Rabbit Expenses					
CCBC Membership		0	500		500
Materials		276	800		400
Hot Chocolate		0	200		200
Rabbits volunteer recognition		598	1,000		1,000
Wind-Up		0	200		200
Rabbit Expenses - Other		0	200		0
Total Rabbit Expenses		874	2,900	0	2,300
Race Event Expenses					
Marathon		1,097	1,000		1,000
Chris Dahlie		52	600		600
BV Open		676	600		600
Awards/Medals		0	200		100
Equipment		0	300		300
Training		440	800		800
Race Event Expenses - Other		245	0		0
Total Race Event Expenses		2,510	3,500	0	3,400
Club Activities	934		700		1,000
Backcountry		0	400		400
Masters Expenses		0	350		350
Misc Expenses	0		200		0
Total Expense	83,282	62,346	172,020	96,280	42,050
Net Income	14,989	2,525	-17,366	-4,380	150
Adjust for non cash expenses				14,650	
Adjust for non cash income				-1,200	

Cash flow from operations

Capital expenditure

Overall cash flow

2009 /2010 to March 20th - ACTUAL	
Nordic centre	Programs

2009 / 2010
Budget

Draft 1 of 2010/ 2011 FORECAST	
Nordic centre	Programs
9,070	
-20,000	
-10,930	

Bulkley Valley Cross Country Ski Club
Balance Sheet Prev Year Comparison
 As of 31 March 2010

	31 Mar 10	31 Mar 09
ASSETS		
Current Assets		
Chequing/Savings		
Coaching grants	0	18,225
Gary Murdoch Memorial Fund	91	3,257
#000 - Gaming	177	176
#000 Max - Organization	56,271	11,825
Total Chequing/Savings	56,539	33,483
Accounts Receivable		
Accounts Receivable	372	19,053
Total Accounts Receivable	372	19,053
Total Current Assets	56,911	52,536
Fixed Assets		
Accumulated depreciation		
Tractor acc dep	-4,800	-2,400
Caretaker cabin acc dep	-3,750	-2,500
Trail lighting acc dep	-15,000	-10,000
Lodge acc dep	-15,000	-10,000
Piston bully acc dep	-45,000	-35,000
Total Accumulated depreciation	-83,550	-59,900
Small Equipment	500	500
Biathlon Range	62,000	62,000
Caretaker Cabin	50,055	50,055
Trail Lighting	150,000	150,000
Trails	47,500	47,500
Piston Bully	100,000	100,000
Lodge building		
Lodge extension	39,209	30,484
Lodge building - Other	300,921	300,921
Total Lodge building	340,130	331,405
Wax Hut	38,967	32,850
Tractor	23,985	23,985
Capital Assets	700	700
Total Fixed Assets	730,286	739,094
Other Assets		
Deposits made	2,200	2,200
Gaming - Capital	-24,600	-25,800
Restricted Funds		
PB replacement term deposits	30,000	0
16-Capital Depreciation PB 2011	12,021	11,671
18-GM Memorial Reserve 2008	-8	10,579
19-Capital Depreciation PB 2011	10,610	10,301
21-Capital Depreciation PB 2011	-18	10,193
20-Longterm Lodge 2011	3,576	3,568
Total Restricted Funds	56,182	46,311
Total Other Assets	33,782	22,711
TOTAL ASSETS	820,978	814,341
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	3,166	545
Total Accounts Payable	3,166	545

5:08 PM
01/04/10
Accrual Basis

Bulkley Valley Cross Country Ski Club
Balance Sheet Prev Year Comparison
As of 31 March 2010

	<u>31 Mar 10</u>	<u>31 Mar 09</u>
Other Current Liabilities		
Deferred income	0	14,629
Accruals	10,053	0
GST Payable	-20	-441
Total Other Current Liabilities	<u>10,033</u>	<u>14,188</u>
Total Current Liabilities	<u>13,199</u>	<u>14,733</u>
Total Liabilities	13,199	14,733
Equity		
Biathlon - py surplus	714	0
Rabbits - py surplus	873	0
Race events - py surplus	906	2,268
Coaching - prior years surplus	16,753	7,838
Racers - previous years surplus	9,811	5,155
Opening Bal Equity	846,730	846,730
Retained Earnings	-76,179	-78,594
Net Income	8,172	16,211
Total Equity	<u>807,780</u>	<u>799,608</u>
TOTAL LIABILITIES & EQUITY	<u><u>820,978</u></u>	<u><u>814,341</u></u>

Bulkley Valley Cross Country Ski Club
 Profit & Loss Budget vs. Actual
 1 April 2009 through 20 March 2010

Draft 1 of 2010/ 2011
 FORECAST
 Nordic centre Programs

Income	Nordic centre	Programs
Murdoch Memorial Fund	0	
Pole fundraising	0	
Coaching income		
BCVCCSC support		20,000
GM Coach Training grant		2,000
Wetzinkwa grant		0
CCBC Coaching Grant		0
BC Gaming Grant		0
Haywood (CCBC) Coaching		0
Total Coaching income	0	22,000
Season's Passes	49,000	
Memberships	14,000	
Ticket Sales		
Store Sales	4,000	
Ticket Booth	5,000	
Total Ticket Sales	9,000	0
Lodge Revenue		
Lodge Rental	300	
Locker Rental	1,000	
Total Lodge Revenue	1,300	0
Area Revenue		
Wetzinkwa grant	15,000	
Capital grant ammortisation	1,200	
BC Gaming Grant	0	
Hydro (Caretaker)	500	
Total Area Revenue	16,700	0
Racers		
Fees		3,500
Fundraising		
Bottle Drive		0
Ski Swap		600
Ticket Booth		2,000
Fundraising - Other		2,000
Total Fundraising		4,600
Training Camps		600
Racers - Other		0
Total Racers		5,200
Biathlon		
Ammunition		500
Fees		1,500
Fundraising		1,000

Bulkley Valley Cross Country Ski Club
Profit & Loss Budget vs. Actual
1 April 2009 through 20 March 2010

Draft 1 of 2010/ 2011
FORECAST
Nordic centre Programs

Income	Nordic centre	Programs
Murdoch Memorial Fund	0	
Pole fundraising	0	
Coaching income		
BCVCCSC support		20,000
GM Coach Training grant		2,000
Wetzinkwa grant		0
CCBC Coaching Grant		0
BC Gaming Grant		0
Haywood (CCBC) Coaching		0
Total Coaching income	0	22,000
Season's Passes	49,000	
Memberships	14,000	
Ticket Sales		
Store Sales	4,000	
Ticket Booth	5,000	
Total Ticket Sales	9,000	0
Lodge Revenue		
Lodge Rental	300	
Locker Rental	1,000	
Total Lodge Revenue	1,300	0
Area Revenue		
Wetzinkwa grant	15,000	
Capital grant ammortisation	1,200	
BC Gaming Grant	0	
Hydro (Caretaker)	500	
Total Area Revenue	16,700	0
Racers		
Fees		3,500
Fundraising		
Bottle Drive		0
Ski Swap		600
Ticket Booth		2,000
Fundraising - Other		2,000
Total Fundraising		4,600
Training Camps		600
Racers - Other		0
Total Racers		5,200
Biathlon		
Ammunition		500
Fees		1,500
Fundraising		1,000

Draft 1 of 2010/ 2011
FORECAST

Nordic centre Programs

Fuel		
Area	400	
Vehicles	500	
Total Fuel	900	0
Ticket Booth maintenance	0	
Small Equip. Repair & Maint.	200	
Parking Lot	1,000	
Hydro	3,000	
Area and Trail Maintenance - Other	5,900	
Total Area and Trail Maintenance	17,700	0
Tracksetter		
Depreciation	1,000	
Fuel	4,500	
Repair/Maintenance	5,000	
Honorarium	18,000	
Total Tracksetter	28,500	0
Administration		
Volunteer recognition	400	
Reconciliation Discrepancies	0	
Board meeting expenses	250	
Office Expenses	900	
Telephone	330	
Bookkeeping	800	
Bank Charges	50	
Licences, Permits, Fees	200	
Insurance	5,200	
Administration - Other	1,000	
Total Administration	9,130	0
Communications		
Advertising	1,500	
Brochure	200	
Website	200	
Communications - Other	0	
Total Communications	1,900	0
Racer Expenses		
Training Camps		500
Training		0
Travel		1,000
Waxes		1,000
Racer Expenses - Other		2,000
Total Racer Expenses		4,500
Coaching		
Payroll administration		0
Travel		2,500
Wages		20,000

Draft 1 of 2010/ 2011
FORECAST

	Nordic centre	Programs
Rifle Rental		600
Biathlon - Other		1,200
Total Biathlon		4,800
Rabbits		
Fees		3,000
Total Rabbits		3,000
Masters		350
Backcountry Revenue		
Howard Price revenue		0
Star Creek revenue		200
Total Backcountry Revenue		200
School Program		2,500
Other Income		0
Race Events		
Marathon		2,000
Chris Dahlie		1,300
BV Open		850
Total Race Events		4,150
Sponsorships	300	0
Bank Interest		
Term deposit interest	1,500	
Bank interest - other	100	
Bank Interest - Other		
Total Bank Interest	1,600	0
Total Income	91,900	42,200
Expense		
Nationals support	2,000	
Coaching support	20,000	
Trail lighting depreciation	5,000	
School Program expenses		2,500
CCBC Membership	7,000	
Lodge		
Deprecation	5,000	
Maintenance	3,000	
Total Lodge	8,000	0
Area and Trail Maintenance		
Tractor depreciation	2,400	
Ticket booth staffing	2,000	
Caretaker Cabin		
Depreciation	1,250	
Caretaker Cabin - Other	450	
Total Caretaker Cabin	1,700	0
Tractor maintenance	600	

Draft 1 of 2010/ 2011
FORECAST

Nordic centre Programs

Fuel		
Area	400	
Vehicles	500	
Total Fuel	900	0
Ticket Booth maintenance	0	
Small Equip. Repair & Maint.	200	
Parking Lot	1,000	
Hydro	3,000	
Area and Trail Maintenance - Other	5,900	
Total Area and Trail Maintenance	17,700	0
Tracksetter		
Depreciation	1,000	
Fuel	4,500	
Repair/Maintenance	5,000	
Honorarium	18,000	
Total Tracksetter	28,500	0
Administration		
Volunteer recognition	400	
Reconciliation Discrepancies	0	
Board meeting expenses	250	
Office Expenses	900	
Telephone	330	
Bookkeeping	800	
Bank Charges	50	
Licences, Permits, Fees	200	
Insurance	5,200	
Administration - Other	1,000	
Total Administration	9,130	0
Communications		
Advertising	1,500	
Brochure	200	
Website	200	
Communications - Other	0	
Total Communications	1,900	0
Racer Expenses		
Training Camps		500
Training		0
Travel		1,000
Waxes		1,000
Racer Expenses - Other		2,000
Total Racer Expenses		4,500
Coaching		
Payroll administration		0
Travel		2,500
Wages		20,000

Draft 1 of 2010/ 2011
FORECAST

Nordic centre Programs

Benefits		0
Training		1,000
Coaching - Other		500
Total Coaching		24,000
Biathlon Expenses		
Ammunition		1,000
Biathlon BC Memberships		700
Range		100
Training		500
Travel		800
Biathlon Expenses - Other		500
Total Biathlon Expenses	0	3,600
Rabbit Expenses		
CCBC Membership		500
Materials		400
Hot Chocolate		200
Rabbits volunteer recognition		1,000
Wind-Up		200
Rabbit Expenses - Other		0
Total Rabbit Expenses	0	2,300
Race Event Expenses		
Marathon		1,000
Chris Dahlie		600
BV Open		600
Awards/Medals		100
Equipment		300
Training		800
Race Event Expenses - Other		0
Total Race Event Expenses	0	3,400
Club Activities		1,000
Backcountry		400
Masters Expenses		350
Misc Expenses		0
Total Expense	99,230	42,050
Net Income	-7,330	150
Adjust for non cash expenses	14,650	
Adjust for non cash income	-1,200	
Cash flow from operations	6,120	
Capital expenditure	-20,000	
Overall cash flow	-13,880	

Bulkley Valley Cross Country Ski Club
Profit & Loss Detail
 1 April 2009 through 20 March 2010

Date	Name	Memo	Amount
Income			
Race Events			
Marathon			
01/03/2010	Member	Marathon dinner and registration	908.57
01/03/2010	Member	Marathon dinner and registration	371.43
01/03/2010	Member	Marathon dinner and registration	1,409.52
02/03/2010	Member	Per email from Steve o	92.00
Total Marathon			2,781.52
Chris Dahlie			
25/01/2010	Member	Racer fees per kirsteen	195.00
02/02/2010	Member	Exempt as majority of racers are children	577.00
24/02/2010	Member	Exempt as majority of racers are children	526.00
Total Chris Dahlie			1,298.00
BV Open			
16/03/2010	BV Trophies	Trophy engraving	-26.64
Total BV Open			-26.64
Total Race Events			4,052.88
Total Income			4,052.88
Expense			
Race Event Expenses			
Marathon			
05/05/2009	BV Wholesale	Food from BV wholesale	432.26
01/06/2009	BV Wholesale	Customer 0303	0.00
08/03/2010	Colleen Schiach	Marathon prizes and battery	115.11
16/03/2010	Outback Promotions	Ribbons and shipping	27.55
16/03/2010	Jill Krause	Confectionaries for Marathon	153.93
16/03/2010	Teresa White	t10-63187 from outback promotions	191.63
16/03/2010	Teresa White	Massage from Well Being	50.00
16/03/2010	Teresa White	Sausage factory	2.89
16/03/2010	Teresa White	sausage factory	27.75
16/03/2010	Teresa White	Speedee	5.31
16/03/2010	Teresa White	Speedee	6.59
16/03/2010	Teresa White	speedee	16.69
16/03/2010	Teresa White	BV Wholesale	23.01
16/03/2010	Teresa White	BV Wholesale	20.17
16/03/2010	Teresa White	Extra foods	8.09
16/03/2010	Teresa White	Basil from Safeway	7.47
16/03/2010	Teresa White	Bread from BV Wholesale	8.46
Total Marathon			1,096.91
Chris Dahlie			
02/02/2010	BV Wholesale	invoice 460118 dated 12th Jan 2010	22.42
15/02/2010	Steve Osborn	Energizer battery and gatorade	29.49
Total Chris Dahlie			51.91
BV Open			
13/01/2010	Amanda Follet	Concession - Wren's fund, 169 people ...	676.00
Total BV Open			676.00
Training			
12/11/2009	CCBC	Level one participant fee Oct 31 to Nov ...	440.00
Total Training			440.00

6:49 PM
20/03/10
Accrual Basis

Bulkley Valley Cross Country Ski Club
Profit & Loss Detail
1 April 2009 through 20 March 2010

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Race Event Expenses - Other			
24/11/2009	Steve Osborn	Propane for timing hut	53.48
15/02/2010	Steve Osborn	Air horn	25.67
15/02/2010	Steve Osborn	Adapters	38.48
15/02/2010	Steve Osborn	Per Steve O (missing receipt)	7.67
24/02/2010	CCBC	Rental of timing equip for CD, BVO, BVM	120.00
Total Race Event Expenses - Other			<u>245.30</u>
Total Race Event Expenses			<u>2,510.12</u>
Total Expense			<u>2,510.12</u>
Net Income			<u>1,542.76</u>

Bulkley Valley Cross Country Ski Club
Profit & Loss Prev Year Comparison
 April 2009 through March 2010

01/04/10

Accrual Basis

	Apr '09 - Mar 10	Apr '08 - Mar 09
Income		
Other grant income	0	0
Murdoch Memorial Fund	3,034	4,177
Pole fundraising	3,000	1,600
Coaching income		
GM Coach Training grant	2,000	0
Wetzinkwa grant	12,500	0
CCBC Coaching Grant	7,926	7,074
BC Gaming Grant	4,500	15,800
Haywood (CCBC) Coaching	16,703	28,297
Total Coaching income	43,629	51,171
Uncatagorized Income	0	0
Season's Passes	48,078	43,121
Memberships	13,524	12,096
Ticket Sales		
Store Sales	-606	4,164
Ticket Booth	5,573	5,411
Total Ticket Sales	4,968	9,575
Lodge Revenue		
Lodge Rental	286	286
Locker Rental	905	1,030
Pop Machine	0	239
Total Lodge Revenue	1,190	1,555
Area Revenue		
Wetzinkwa grant	12,500	0
Capital grant ammortisation	1,200	1,200
BC Gaming Grant	4,500	14,200
Hydro (Caretaker)	242	275
Total Area Revenue	18,442	15,675
Racers		
Fees	2,396	4,850
Fundraising		
Bottle Drive	4	749
Ski Swap	898	649
Ticket Booth	0	1,560
Fundraising - Other	1,911	3,820
Total Fundraising	2,814	6,777
Training Camps	625	1,280
Racers - Other	-46	0
Total Racers	5,788	12,908
Biathlon		
Ammunition	886	676
Fees	2,555	885
Fundraising	3,178	630
Rifle Rental	762	857
Biathlon - Other	1,210	0
Total Biathlon	8,591	3,048
Rabbits		
Fees	3,095	3,140
Total Rabbits	3,095	3,140
Masters	0	550
Backcountry Revenue		
Howard Price revenue	19	0
Star Creek revenue	24	200
Total Backcountry Revenue	43	200
School Program	2,927	2,648
Other Income	5,075	30

Bulkley Valley Cross Country Ski Club
Profit & Loss Prev Year Comparison
April 2009 through March 2010

	Apr '09 - Mar 10	Apr '08 - Mar 09
Race Events		
Marathon	2,782	1,677
Chris Dahlie	1,298	610
BV Open	-27	597
Total Race Events	4,053	2,884
Sponsorships	0	300
Bank Interest		
Term deposit interest	885	2,002
Bank interest - other	5	5
Bank Interest - Other	70	116
Total Bank Interest	960	2,123
Misc. Revenue	0	9
Total Income	166,397	166,809
Expense		
Nationals support	2,000	2,000
Trail lighting depreciation	5,000	5,000
School Program expenses	1,631	840
CCBC Membership	7,200	7,273
Lodge		
Deprecation	5,000	5,000
Maintenance	1,812	843
Total Lodge	6,812	5,843
Area and Trail Maintenance		
Tractor depreciation	2,400	2,400
Ticket booth staffing	0	2,010
Caretaker Cabin		
Depreciation	1,250	1,250
Caretaker Cabin - Other	17	503
Total Caretaker Cabin	1,267	1,753
Tractor maintenance	597	287
Fuel		
Area	209	464
Vehicles	394	388
Total Fuel	602	852
Ticket Booth maintenance	0	1,588
Small Equip. Repair & Maint.	143	585
Parking Lot	0	570
Hydro	2,579	1,621
Area and Trail Maintenance - Other	2,464	5,460
Total Area and Trail Maintenance	10,051	17,126
Tracksetter		
Depreciation	10,000	10,000
Fuel	3,801	4,120
Repair/Maintenance	21,515	9,403
Honorarium	18,000	17,975
Total Tracksetter	53,316	41,498
Administration		
Volunteer recognition	112	367
Reconciliation Discrepancies	-1,400	-0
Board meeting expenses	275	247
Office Expenses	592	970
Telephone	322	252
Bookkeeping	800	800
Bank Charges	34	32

Bulkley Valley Cross Country Ski Club
Profit & Loss Prev Year Comparison
 April 2009 through March 2010

	Apr '09 - Mar 10	Apr '08 - Mar 09
Licences, Permits, Fees	122	175
Insurance	5,044	4,492
Administration - Other	921	664
Total Administration	6,823	8,000
Communications		
Advertising	1,110	1,091
Brochure	155	0
Communications - Other	25	35
Total Communications	1,290	1,126
Racer Expenses		
Training Camps	333	339
Training	0	590
Travel	0	3,819
Waxes	277	1,993
Racer Expenses - Other	1,820	1,511
Total Racer Expenses	2,430	8,252
Coaching		
Payroll administration	0	226
Travel	3,044	1,992
Wages		
Unemployment insurance	0	857
Canada Pension Plan	0	1,629
Gross pay	0	35,382
Wages - Other	48,115	81
Total Wages	48,115	37,948
Benefits	118	0
Training	601	1,228
Coaching - Other	338	862
Total Coaching	52,216	42,256
Biathlon Expenses		
Ammunition	2,060	970
Biathlon BC Memberships	630	710
Range	51	83
Training	600	0
Travel	747	0
Biathlon Expenses - Other	480	571
Total Biathlon Expenses	4,568	2,334
Rabbit Expenses		
CCBC Membership	505	485
Materials	276	555
Hot Chocolate	0	157
Rabbits volunteer recognition	598	722
Wind-Up	0	141
Rabbit Expenses - Other	13	207
Total Rabbit Expenses	1,392	2,267
Race Event Expenses		
Marathon	1,097	677
Chris Dahlie	52	433
BV Open	676	705
Awards/Medals	0	72
Equipment	0	2,360
Training	440	0
Race Event Expenses - Other	299	0
Total Race Event Expenses	2,563	4,246

5:09 PM

01/04/10

Accrual Basis

Bulkley Valley Cross Country Ski Club
Profit & Loss Prev Year Comparison
April 2009 through March 2010

	<u>Apr '09 - Mar 10</u>	<u>Apr '08 - Mar 09</u>
Club Activities	934	537
Backcountry	0	1,144
Masters Expenses	0	700
Misc Expenses	0	155
Total Expense	<u>158,226</u>	<u>150,599</u>
Net Income	<u>8,172</u>	<u>16,211</u>



RESOLUTION TO CHANGE FEE STRUCTURE

PREAMBLE

WHEREAS, season pass fees for the 2009 / 2010 season included 5% GST and were as follows:

Fees on or before 10-Dec		Fees after 10-Dec	
Adult	\$95	Adult	\$110
Youth (9-18)	\$40	Youth (9-18)	\$45
Children 8 and under	Free	Children 8 and under	Free
Family Maximum	\$230	Family Maximum	\$260

WHEREAS, season pass and membership fees will be subject to 12% HST for the 2010 / 2011 season.

Whereas, fees prior to Dec 10 have remained the same since 2006, when there was an increase of approximately 5%.

WHEREAS, to allow for:

- An increase in sales tax; and
- A decrease in grant income,

Season pass fees should be increased.

WHEREAS, after the proposed increase, and despite the club's tremendous facilities, membership and season's pass fees will remain less than those of most other BC Nordic clubs.

RESOLVED, that the **season pass** fee structure be changed, effective the 2010 / 2011 ski season, to:

Fees on or before 10-Dec		Fees after 10-Dec	
Adult	\$100	Adult	\$115
Youth (9-18)	\$45	Youth (9-18)	\$50
Children 8 and under	Free	Children 8 and under	Free
Family Maximum	\$245	Family Maximum	\$275

Submitted by:

BVCCSC Executive

Stephen Howard, Chair

April 20, 2010



NOTICE OF SPECIAL RESOLUTION

FOR THE ANNUAL GENERAL MEETING OF THE BV CROSS COUNTRY SKI CLUB, APRIL 20, 2010

Purpose and background:

Presently notice of annual general meetings requires a mail out to all registered members. The cost of that mail out is more than \$300.00. Most members now have email addresses and are comfortable corresponding by that means. This change would allow notice of the AGM to be done by email where an email address is listed in the register of members. For those members without email addresses, or who prefer, a mailed notice may still be sent.

Present wording in our bylaws:

PART 2

NOTICE TO MEMBERS

58. A notice may be given to a member, either personally or by mail at the registered address.

Proposed wording:

PART 2

NOTICE TO MEMBERS

58. A notice may be given to a member:

- a. personally
- b. by mail at the registered address, or
- c. by email to the member's email address recorded in the register of members.

MOTION

Be it moved that the bylaws of the Bulkley Valley Cross Country Ski Club be amended by striking out section 58 and replacing it with the following:

58. A notice may be given to a member:

- a. personally
- b. by mail at the registered address, or
- c. by email to the member's email address recorded in the register of members.

Submitted by:

BVCCSC Executive

Stephen Howard, Chair

April 20, 2010