

## BVCCSC Executive Meeting Minutes

February 1, 2009

Buchfink Lodge 12:00 p.m. to 2:30 p.m.

### Attending:

Geoff Recknell, Jill O'Neill, Jill Krause, Steve Osborn, James Cuell, Adrian Johnson, Larry McCulloch, Brant Dahlie (ex-officio), and Teresa White (ex-officio, minutes)

### Old Business and Standing Agenda Items:

1. Additions/Adoptions of Agenda  
Add-10 (a) –Proposed board structure for next year.  
Motion to adopt JO/AJ - All in favour
2. Minutes from January 6, 2009 Meeting  
Motion to adopt as written JK/ AJ – All in favour
3. Review Outstanding Action Items  
Updated and attached.
4. Correspondence  
None
5. Reports
  - i) Racers-LM-Lots of parent help with the races. Concerned about club representation at CCBC. We need a representative on the Board of Directors or someone to lobby for our athletes and club. Jody Barber is skiing on Para Olympic National team. This is an opportunity to raise our club's profile. The club should consider how to 'publish' her achievements on international race circuit.
  - ii) Biathlon- JO. 6 Master skiers are receiving instruction/shooting. Our group is having discussions with Terrace regarding Biathlon at BC Winter Games in 2010 in Terrace. In discussions with Burns Lake club regarding targets (11 needed to hold a race). A 5-year plan is required for Biathlon and input from members would be appreciated. Some highlights for Plan would be facility upgrades (raised layout/fix the fireline/obtaining more rifles). Approximately 3-4 individuals required to work on developing plan.
  - iii) Rabbits-JC- 89 Rabbits registered. Rabbit trail to be developed for next season. Objective is to have more coaches trained for next year. Requesting clubs endorsement of the Rabbits approaching Credit Union for funding (\$1000) for Track Attack skiers attending Midget Championships. (Yes, club endorses this avenue of funding).

GR-CCBC membership report. There is an increase in the number of young skiers in the club. This trend could lead to an increase in the number of racers in the club in the next few years.

- iv) Memberships-JK- 649 – 670- members, with numbers greater than those in last few previous years. Ticket sales- between 2007-08 and 2008-09 there is a difference of \$30 per day (higher for 07-08). Trail checking has helped increase ticket sales. BD- Ticket checker sandwich board is available to set up on trail.
- v) Area/Lodge/Community Forest –BD. Piston Bully cost \$6,700 to fix. We need to re-evaluate the maintenance schedule for the machine and the club can't depend on the club track setters having the expertise to fix it. We need to upgrade the track setter shed to keep the Piston Bully warm (less ice buildup – less wear on machine).

**Action item:** AJ to write article in newsletter regarding budget/track setter and the daily expenses to run the club.

Operational Planning - GR and Kevin Kriese. KK to update the Capital Expenditure/Maintenance Plan for lodge and area for the next 3 years. It is a high priority to get the upgrade of the track setter shed included.

Meeting with Kevin Eskelin (MOTCA) and Community Recreation Society to discuss the extensive area and management agreement. The club does not want to manage everything under our recreation agreement with the province (too much liability). We need to determine what we are responsible for (i.e. no summer recreation activities under it).

GR continuing to work with ILMB to secure the license of occupation for the intensive use area. We will need an extension on our Tenure Offer (expires March 2, 2009) to address the insurance requirements (require demonstration of 1,000,000 3rd party liability insurance).

- vi) Race Committee-SO-Chris Dahlie Open went well with 72 racers entered. There was a profit of \$223 made from the race including concession. Race Cancellation Policy. It will be up to the discretion of the club to recover costs from cancelled races. Next race is February 15.
- vii) Backcountry – Dave Pellow to possibly take over this executive position. There were very few Starr Creek cabin bookings in the calendar at Valhalla.
- viii) Financial Report – AJ  
There will likely not be \$10,000 to put aside for track setter this year due to higher than expected maintenance costs. Over the summer months the club may have to dip into our reserves if we choose to do a major maintenance on the machine. There is a concern with cash flow. Operational costs are covered under money received from

season and day passes. Capital project funding should be a case-by-case decision (see motion below and Financial Management Policy)

6. Budgeting/Financial Management Proposal

**Motion:** Be it moved that the Budgeting and Financial Management Policy is approved as presented and amended.

Amendment 1(bullet 3, bottom of page 1)): Periodically, and at the year-end, review the actual income or expenditures...

Amendment 2: Program areas may pursue fund raising for targeted project or activities, those funds remain with the target area.

Amendment 3: delete bullet 4 bottom of page 1

This policy replaces the previous club policy (\$200 over expenditure limit). LM / JO 2<sup>nd</sup> the motion. All in Favour.

Track Setter Costs-BD

There will be extra maintenance costs for the Piston Bully. Will try to be proactive and bring up the maintenance company up in spring/summer and co-ordinate trip with other clubs in area. We do need to be prepared to cover costs on our own in the spring. Leasing a Piston Bully has been looked into previously. Only company that does leasing is out of Calgary and it is very difficult to set up. We may need to use our reserve to cover cost of track setter maintenance. We need to refocus our efforts from saving money for replacement of the track setter with a new one, to spending the money on maintaining the one we have for a longer period of time. The rubber bands on the Piston Bully tracks will have to be replaced in the next two years at a cost of \$14,000.

External fundraising:

1. The twelve-hour relay will take place March 8. Money raised will go to the new wax hut.
2. Selling of light poles. Money raised will go towards the lodge completion project (new bathrooms).
3. Grants to go towards Racing coach and track setting costs and capital projects (wax hut and lodge expansion).

We should be prepared for less grant money next year, but will have an answer in July.  
**Action item: Christine Birnie, Kevin Kriese and AJ** to work on grant proposals for submission.

By March there will be a shell of an operational budget outlined for next season.

7. Recreation Access Management – Decision on support for CRB lobby to initiate RAMP process (see attached letter from CRB). **Tabled**

**GR** to let Greg Storey know we will provide a letter clarifying the clubs position on the RAMP after our March meeting.

8. Executive for next year – who's-in, who's-out/Nomination Committee chair.  
Area/Lodge/Community Forest – FO- OUT

Biathlon – JO – OUT  
Chair – GR – OUT  
Rabbits – JC – OUT?

9. Proposed Board structure for next year.  
Will put Promotions position back on Executive. Discussed having two people in Athlete development: 1) A co-ordinator and 2) Coaching Chair for Biathlon, vs Rabbits and Racers – no agreement reached. Can be resolved post elections. Organizational chart will be updated to show 11 Executive members.

**Action item:** **GR** to send to Nominating Committee a generic version of Executive Organization chart to explain how duties would be divided up.

10. Membership fee comparison.  
**Action item:** **AJ** to research membership fees so club has additional information to decide if an increase in fees is required for the operational budget.
11. Ticket Booth construction (inquiry from NWCC)  
**Action item:** **GR** to give them an answer in a month. Presently no capital for this project.
12. Adjournment-motion to adjourn JO/JK.

#### **OLD ACTION ITEMS:**

1. FO to contact Bill Golding for maps of new beetle infestations. No plans to harvest on our trails this year. Also to give Bill G. a copy of our trail maps.
2. FO to ask Bill G. about the availability of the Forest Steward ship plan.
3. FO to ask Kevin Esklin about the expired Tenure for Starr Creek Cabin.
4. FO to request from Kevin K. to start the development of the recreation agreement prior to the establishment of the recreation area.
5. LM to contact Monica Howard regarding Marathon Co-ordinator position. IN PROGRESS

#### **NEW ACTION ITEMS:**

1. **Christine Birnie, Kevin Kriese and AJ** to work on gaming grant proposals for submission.
2. **GR** to let Greg Storey know we will provide a letter clarifying the clubs position on the RAMP after our March meeting.
3. **GR** to send to Nominating Committee a generic version of Executive Organization chart to explain how duties would be divided up.
4. **AJ** to research membership fees.
5. **GR** to give NWCC an answer in a month regarding new ticket booth construction.