

## BVCCSC Executive Meeting Minutes

October 6, 2009

Alpenhorn 5:30 to 8:45 pm.

### Attending:

Steve Howard, Geoff Recknell, Daryl Wilson, Jill Krause, Brant Dahlie, Adrian Johnson, Steve Osborn, Peter Tweedie, Christine Birnie, Deana ( ) and Teresa White (ex-officio, scribe)

1. Additions to the Agenda:
  - a. Calderwood Realty
  - b. Ticket booth.

Motion to adopt JO/AJ - All in favour

2. Changes to minutes of the meetings May and June (circulated via e-mail). No changes.

Motion to adopt as written JK/ DW – All in favour.

3. Business arising from the minutes. Issues to be covered in directors' reports.

### 4. Reports

- i) Financial Report: Adrian Johnson
  - a) Grants received and probable. Discussion of the grants applied for and received. Club had applied for \$56,000 and has received \$9,000 from Gaming Grant, \$10,000 from CCBC, \$25,000 from Wetzinkwa and \$2,000 from GM grant.
  - b) Review of budget allocations and shortfalls identified (see attached financial forecast). Athlete Development: Coach Lisa Perry has been hired but not on a full time basis. Discussions of the allocation of the Wetzinkwa grant funds (\$25,000).  
Motion: To allocate \$12,500 to Athlete Development Program and \$5,000 to complete the washrooms and \$7,5000 to the general operations of the Nordic Centre. All in favor. Yes- 9, No- 0.
- ii) Memberships: Jill Krause. Kirsteenine Laing has prepared the registration forms. Using Zone 4 for registration purposes is presently not feasible. Will contact other clubs using this system this season to get their input on how it worked for them.

**Action item:** JK to contact Calderwood Realty regarding \$300 sponsorship for advertising on the back of our memberships. If they again request 10 day passes, we will only do so if they donate them to Affordable Recreation. If they decline, club will look to other organizations for sponsorship.

Ticket booth/collection: Discussion over the various options of duties for the racers for the \$2000 they receive from ticket booth duty.

**Action item: CB** to discuss with racers the following options and report back to Executive:

1. Inside lodge ticket collection.
2. Outside at lower parking lot, ticket collection.
3. Ski Ambassador and on trail ticket checking.
4. Clean up lodge/washrooms.

Note: if there is a change to ticket collection locations, new signage will have to be made.

iii) Social and Promotions- Deana ( )

**Action items for Deana:**

1. To contact the various leaders of the ski programs to determine who will be present to represent their program during the ski swap.
2. To contact CBC and The Interior News to place an advertisements regarding ski swap and to include information regarding reduced rates for club registration if done prior to December 10.
3. To contact the various Elementary Schools to post an article in their school newspaper regarding ski swap and Rabbits registration.
4. To contact Interior News regarding submitting article in the Winter Destination, newspaper insert.

**Motion:** The Executive supports the following events: December 5-6, 2009 Gary Murdoch Memorial ski Clinic, January 16-17 Women's clinic and the 2009-2010 North West Challenge. All in favour Yes-9, No-0.

**Action item: Deana** to contact Ingrid Granlin (spokesperson for Women's Clinic) to determine lodge availability for the event.

North West Challenge: Points will be awarded to skiers and volunteers that partake in the races outlined in the Challenge.

**Action item: SO and Deana** to provide further details about the challenge at the next coaches and Executive meeting.

**Action item: All members** submitting an article to the Newsletter please send your submission to Linda Robertson by October 18.

**GR-Wetzinkwa acknowledgment**

**AJ-Funding shortfalls**

**SO-Racing**

**SH-Chair message.**

**Note:** Someone to include information regarding reduced rates for club registration if done prior to December 10.

iv) Race Committee and ad hoc-Steve Osborn-.

Discussion over Equity-Access Harassment Policy (see attached draft).  
Limitations are currently present with our club.

**Action item: SO** to contact CCBC regarding policy requirements.

**Action item: CB** to send draft to coaches for their input.

Website control and updates-Need to determine who is the contact person for each group for their website page.

**Action item: SO, SH, Deana and Tenley Dahlie** to meet to discuss and determine the above.

Long term Athlete Development Model. There will be flexibility regarding which age category an athlete can race in.

**Action item: SO** to discuss model with Coaching Committee and report back to Executive.

v) Area/Lodge/Community Forest Brant Dahlie.

Track setting committee (Brant Dahlie, Daryl Wilson, Adrian Johnson and Brian Fuhr) met and have put forward the following:

For this season, an Honorarium will be used. There will be a group of volunteers to work on the machine and to groom the trails. Brant D will be the supervisor of maintenance and track setting. He will decide who is capable of driving the machine. The honorarium will be divided amongst volunteers based on the number of logged hours spent on machine maintenance.

Committee recommends looking into the purchase of a Ginzo groomer (~\$3800). The groomer is pulled behind snow machine and is much cheaper to run. It would be used primarily on low snow days.

**Motion:** Executive approves e-mail proposal put forward by Track Setting Committee. All in favor Yes-10, No-0.

**Motion:** The club will allocate \$10,000 towards the track setting honorarium, and the Executive will review at the end of the season if additional funds can be put toward the honorarium All in favour. Yes-9 (BD abstained) No-0.

Next work bee will be October 18 for general trail maintenance work.

Wax hut-no funds available this year. Approximately \$5,000 needed to get the washrooms in operation.

vi) Biathlon-Peter Tweedie.

No funding was secured this year. Will re-address possible funding sources when season starts up.

**Action item: PT and Jill O'Neill** to develop a budget plan and fund raising strategy.

Fall camp October 9 and 10.

Next work bee will be October 18 for general trail maintenance work.

Wax hut-no funds available this year. Approximately \$5,000 needed to get the washrooms in operation.

- vii) Wetzinkwa, Community forest and other topics-Geoff Recknell  
Discussion over grant from Wetzinkwa to the club.  
Smithers Community Forest Society has received \$5,000 from Wetzinkwa to upgrade the boardwalk at Golden Eye lake.  
**Action item: SH** to put together two plaques to formally acknowledge the grant from them. One plaque will be given to Wetzinkwa and one will be placed in the lodge.

**Action item: GR** to contact Dean Daly to inform him club has no issue with him moving his gate to km 2.75.

**Action item: GR and BD** to assess what danger trees need to be removed along our trails.

Director at large position is open for the Wetzinkwa board. Various ski club members were recommended for the position.

Club now has a formally established recreation permit for our lodge area and trails.

- viii) Athlete Development-Christine Birnie.  
a. Coaches committee terms of reference is tabled until after coaches committee has completed a draft.  
b. Coaching contract and projected costs.

**Action item: CB and AJ** to put together a mini budget of the Athlete development program.

c. Long term funding model. Funding sources will be needed. AD group is leaning towards a community coach as opposed to a high performance one. Glacier camp was very successful.

**Action item: Deana** to contact Liz Holdyk to write glacier camp article for newsletter.

d. Discipline and Dispute Resolution Policy has been written. Committee is set up and includes: Brian Fuhr./Jill O'Neill (alternate), Dennis Courtliff, Irene Howard and Teresa White. One more spot is left to fill.

**Motion:** The Executive approves the 4 club members on the Discipline and Dispute Resolution Committee.

- ix) Various, Steve Howard.  
a. Review of financial policy and use of charge accounts.

**Action item: AJ** to send out charge account use document. AJ will write letters to the various businesses, granting approval to individuals to use the charge accounts at the business.

- b. Club Calendar of Events. We must send event information to CCBC in order to receive insurance coverage for the event, and the event must be approved by Executive. Participants must sign a waiver for a club event.

**Motion:** Executive formally endorses the Biathlon camp this weekend.  
All in favour. Yes-10 No-0.

- c. List of things to do prior to new ski season.

**Action item: BD** to determine if signage is sufficient.

**Action item: DW** to ask Jackie Wilson to determine if first aid kits are complete.

**Motion to Adjourn: All in favour.**

**Motion: Next meeting first Tuesday of the month. All in favour.**

NOTE FROM SH MEETING WILL BE SECOND THURSDAY OF  
NOVEMBER 5:30 pm ALPENHORNE