**Board members**

Present: Jen Chapman, Ben Forsyth, Barb Guillon, Anne Harfenist, Ali Howard, Jill Krause, Kevin Kriese, Steve Osborn, Sarah Sacharoff, Stephen Wickham

Meeting started at 18:33

**1) Minutes of Last Meeting**

***Motion:*** Steve O. moved to accept January draft board meeting minutes with edit to sub-committee membership; Anne seconded; approved.

**3) Directors Reports**

**Barb**: Treasurer (revised financial reports emailed Feb. 18)

* Steve O. emailed description of the files Feb. 18

**Steve:** Nordic Centre (emailed February 19)

My action items from Jan 25 Board meeting:

* Put up dog parking overflow sign - Completed
* Skier crossing sign on HBM Rd at West Connector – On my list. Requires application to Highways.
* Policy review input – Ongoing
* Survey info and ideas to Ben and Jen and Ryan.
* Input to Kevin on trail strategy  and sponsorship – ongoing
* Staffing model (potential general manager)  - Ongoing work with Anne and Ben

 Other Nordic Centre doings:

Grooming is exceeding the draft standards we developed for this year.  Patrick, Bryan Swansberg and Mark Williamson are on the PistenBully. Kelly Stasiuk (volunteer) is doing most of the skid steer plowing and has really done an amazing job. The Ginzu group of volunteers (primarily Kevin Kriese, James Cuell, Geoff Recknell, Dick Harrison) have jumped to the rescue when the PB has been down and other times they supplemented the PB grooming to increase the amount of trackset trails.  I am keeping up to date and providing a bit of input and support but mostly relying on Patrick to coordinate the groomers and keep the machines operating.

Applied for NDIT grant for $68,000 to complete the Tracksetter Garage.  Kevin helped with the application and requested support from the regional district. Grant decision in the spring and then we will finalize our construction plans for the summer-fall.  Before construction starts on the garage, I want to have a solid plan for upgrades to the existing old machine sheds to ensure the timing of work is coordinated, especially if we change the location of electrical panels. Upgrades of the old machine shed could be eligible for Gas Tax grant from the regional district.

Zoom meeting with Wetzin’kwa Community Forest. Brant and I discussed numerous topics with Jay Baker and Dave Louwerse. A few highlights:

* Continued great cooperation between Wetzin’kwa and the club
* Propose logging around the logging roads and demo forest are still in planning stage. Logging 2+ years away. Working with Goshawk committee on if/how to partial cut. Will work with the club to minimize impact to ski trails and access.
* Wetzin’kwa is planning a shaded firebreak along HBM Rd. (Remove understory and some trees but leaving enough shade to keep ground moist.) Starting with ski hill road but eventually along road past the Nordic Centre. They will provide the club with info and maps to share with our members.
* Memorandum of Understanding update – I will draft revised MoU for discussion with Wetzin’kwa

Evaluated internet options and put a deposit down on Starlink’s first come-first serve sign-up. [Starlink](https://www.starlink.com/) is a new satellite-based service that could start in mid-2021 with unlimited data and faster speed at a similar price to Xplornet. Currently, we are maxing out the available data and speed on Xplornet.

Input to potential use of [Nordic Pulse grooming report](https://www.nordic-pulse.com/) system (Ben leading). Patrick will test out next week.

Supported Kerry Maclean who is installing 26 dog poop shovels on existing and new posts. RSTBC provided the posts and will fund the shovels if they have year-end surplus.

Joined other CCBC clubs on a Zoom meeting to hear a Nordic Resort panel discussion hosted by Can West association. General managers for Sovereign, Sun Peaks, Panorama and Mt Washington described their operations and how they were handling risk management (especially COVID), controls (ticketing),  integrating other users (bikes, snowshoes, dogs). I took lots of notes but missed lots of detail. A few interesting observations:

* Our trail network and infrastructure is similar in size to these commercial resorts. They have higher usage and way more paid staff (25+).
* A couple have started using techy ticketing (RFID passes) but still rely on skier honor and volunteer trail hosts.
* Those with snowshoe trails and realizing that snowshoeing is a huge gateway to new skiers.

**Jill:** Membership (emailed Feb. 19)

2019-20

Members 715

Ticket booth to Feb 14   $4367.15

Store sales to Feb 14   $5474.50

2020-21

Members 1104

Ticket booth to Feb 14   $12092.85

Store sales to Feb 14   $8190.00

**Ben:** Chair and Communications (emailed Feb. 21)

Chair:

- Attended a couple of the NSDP vision development meetings

- Talked to CCBC about insurance and liability signage concerns and received helpful clarifications from them.

- Some thoughts on GM/paid coordinator positions and brief meeting with Anne and Steve O. on steps to take to proceed on this.

- Policy review spreadsheet. Working on integrating feedback into something more digestible/actionable.

Communications

- Fundraising emails and website update to have a donation link in the main menu

- Investigating new grooming status system possibility called Nordic Pulse. Getting grooming team to evaluate the app and website. Needs a little bit of trail GIS mapping work to get data out of our GIS system and into the format needed by Nordic Pulse.

- Promoting staycation scavenger hunt, family network word scramble and loppet.

- Re-oriented the snow stump webcam to be vertical and decommissioned old snow stump camera.

- Updated frequency and quality of webcam uploading to reduce network usage.

* At meeting added: family network sent thanks for their valentine event and will thank all sponsors

**Kevin:** Grants & Sponsorships (emailed February 17)

* Liaise with LB Paving regarding potential sponsorship
* Support Steve in preparing grant application to NDIT for shed
* Sent a private note to all members who donated to the club fundraiser.
* We have received 31 donations with a value of $6775.  You can view the donations made, including some awesome comments at  <https://www.canadahelps.org/en/charities/cross-country-ski-de-fond-canada/p2p/Annual-Club-Fundraiser/page/help-us-pay-for-our-new-tracked-quad/>
* Due to a generous local donor who will match this, plus another $1,000 from CCBC, the fundraiser has generated a total value of $14550 to date.
* At meeting, added: additional donations have come in & a local skier submitted request to employer for sponsorship.

**Ali:** Events (emailed Feb. 17)

Continued to support Cobey organize  masters’ lessons. She’s done a terrific job following the viasport and BVCCSC covid19 guidelines, not least because she’s found so many coaches this year. Some sessions have had 10 coaches!

Rounded up an awesome group of volunteers and got the virtual loppet up & running (starts February 27).

Make sure you register by completing this pdf: <https://www.bvnordic.ca/images/content/registration_form.pdf> & sending it to loppet@bvnordic.ca 😉

**Sarah:** NSDP (emailed Feb. 18)

Build the North is this weekend Feb 20th & 21st - sponsored by CCBC - Graeme Moore visiting, extra training sessions.

Women Coach Leadership Seminars - covered by via sport grant.  On snow, dry land, mental performance training for coaches organized by Denise

Kal tire grant reporting for dryland equipment and purchases that encourage athlete retention.

Perry Rath will prepare NSDP racer profiles for club newsletter, random racers, 1 female, 1 male.  Hope to make this a regular thing.

Supported 5 Year NSDP Visioning team with community gaming grant assurance letter and providing proposed head coach budget for discussion.

Ski S’kool - Denise was able to reschedule classes that had to cancel because of cold.

**What’s ahead:**

Plan to update and potentially restructure the “Ski Programs” part of our website with the “interested in nordic skiing” parent in mind.

Plan to create new pamphlet advertising BV NSDP to send home with elementary kids through schools for Sept 2021.  Similar to Spirit North one.

**Anne:** Secretary(emailed Feb. 21)

* Filed update to list of club directors with BC Registries
* Initiated (or tried to) discussion with RSTBC re updating our Partnership Agreement

**3) Motions passed by email vote:**

The following motion was passed by email vote during February 9-10, 2021 by the Board of Directors of the Bulkley Valley Cross Country Ski Club:

Steve Osborn moves that the Bulkley Valley Cross Country Ski Club endorses a funding request to Northern Development Initiative Trust for $68,000 to complete the Tracksetter Garage and that the Club commit the following contributions:

* $27,002.65 in cash for materials, skilled labour and contractors plus potential contingencies
* $3,000.00 in-kind value from 200 hours of volunteer labour.

 Anne seconds the motion.  Approved.

The following motion was passed by email vote during February 12-13, 2021 by the Board of Directors of the Bulkley Valley Cross Country Ski Club:

Kevin moves that the Bulkley Valley Cross Country Ski Club enter into a three year sponsorship with LB Paving, based on the agreement attached. Anne seconds the motion. Approved

**4) Actions from Previous Minutes**

a) Steve to put up sign for ski crossing HBM Rd. – requires approval from highways

b) Steve to put up sign allowing dogs to park in upper parking lot when no space in lower lot – done

c) GM sub-committee bring back ideas to board at March meeting – in progress

d) Ben to find out status of previous race committee members & solicit head race person if necessary

e) Ben to make spreadsheet of existing policies and assign to board members for review – done

*Action Item:* Anne to collate input and circulate one or more motions on changes by email for board votes

f) all board members to send survey ideas to Jen within a week – done – to be discussed below

g) Kevin to look at updating trail strategy – done – to be discussed below

**5) New/Continuing Business**

**a)** Role of Board & Directors

* Board role is to implement the 5 points outlined in 2017 Constitution
* Have a fiduciary obligation – make sure members money is spent effectively
* Maintain image of the club
* Need to separate director tasks and volunteer tasks taken on by some directors

*Action item:* Ben and Steve O. to produce one pager on board governance and roles

**b)** Sponsorship Policy

* Policy (reactive) not strategy (proactive); a sponsorship strategy is for a future discussion if so desired
* Kept as simple as possible because we don’t have the capacity to deal with complexity – it can grow is needed or wanted
* Sponsorships are different from charitable donations; consider it advertising
* Acknowledgements on bulletin board in lodge and lower kiosk for now
* Remember that we represent 1100 members with broad community values; we are a big tent organisation; must be very careful if thinking about rejecting sponsors
* Perception among some in the community that Wetzinkwa covers our costs
* Sponsorship strategy would require communication/education piece – why we need money
* Need to communicate overall strategic priorities
* if want to be proactive, will require new volunteer position/group – not need to be a board position – but first need the story - why

*Action Item:* all members send comments on draft policy to Kevin within a week

*Action item:* Kevin to bring version to next board meeting for a vote

**c)** Survey

* Discussion on many of the questions in the draft survey; not repeated here because they have been incorporated into the next draft.
* Timing of the survey – no concerns if overlaps CCBC’s survey
* Prizes discussed – club survey different from CCBC survey in that participation in the former affects the responders skiing experience so no other prize necessary
* To publicize – email announcement and facebook posting should suffice

**d)** Trail Strategy

* Discussion about changing direction of dog trail – involves communicating, changing signs, educating
* If people want more complexity then someone has to take responsibility
* Put in trail strategy with caveat – not guaranteeing – only doing if dog trail coordinator does the work
* Stick to priorities – new trails shouldn’t come at expense of quality of existing trails & grooming
* We don’t have capacity (people or machines) to take on significant expansion of trail system
* Give opportunities for volunteers to do small things

**f)** Gaming Grant Certainty Request letter from NSDP

* Discussion – club looks for coach for entire club – not just high performance
* Gaming grant helps cover costs of Ski Skool
* Can resubmit grant proposal to go bigger – if that happens should have thoughtful conversation about where money to go e.g. more coaching or more coordination

Motion: Sarah moved that the club commit to supporting NSDP’s use of the gaming grant at present funding levels for the next 3 years with an option to expand the uses if additional funding is received; Steve seconded. Approved.

Meeting adjourned 20:40

Next meeting: March 22