**Board members**

Present: Ben Forsyth, Barb Guillon, Anne Harfenist, Ali Howard, Jill Krause, Kevin Kriese, Steve Osborn, Irene Ronalds

Unable to Attend: Stephen Wickham

Meeting started at 18:35

1. **Minutes of Last Meetings**

***Motion:*** Ben moved to approve January 2020 minutes; Steve seconded; approved.

1. **Directors Reports**

**Ben:** Chair & Communications (emailed Feb 20)

**Communications:**

- Working on newsletter, hopefully out tonight

- Some small website tweaks. Fixed a feature that Liz used to update homepage that was broken after website upgrade. Enabled more news to be shown in the news archive list <https://bvnordic.ca/about-our-club/news>

- Made a new page just for the webcam <https://bvnordic.ca/trails-and-facilities/webcam/>

- The usual emails and facebook posts for events

Website/Social Media Stats:

9000 unique page views on website over past 30 days (number via google analytics)

712 people following our facebook page

177 followers on instagram

**Barb**: Treasurer (emailed Feb 24)

***Action Item*: Barb** to discuss timing of reports with bookkeeper. Important that we receive reports 2 weeks before board meeting so by middle of each month.

**Steve:** Nordic Centre (emailed Feb. 22)

**Current Machine Situation**

The drive that powers the PistenBully’s left track broke down on Feb 14. Jace Heavy Duty is currently rebuilding a drive for us (about $7500) and should be shipped up next week for Brant, Patrick and James to install. In the meantime, the Skandic pulled Ginzu is keeping the trails in good shape. The Skandic is working well (finally) and the amount of snow we are getting is easily handled with the Ginzu. I posted an update on our website with lots of details for those who are interested. [Nordic Centre Notes Feb 19, 2020](https://bvnordic.ca/about-our-club/news/nordic-centre-notes-feb-19-2020)

I should note that the Skid Steer has been operating well and has been successfully used as the primary machine for plowing. The extra capability of the PistenBully has only been needed for 4 or 5 hours of plowing this year.

 **Current Financial Situation for the Nordic Centre**

I don’t have up-to-date finances but I took the January 27 data, added estimates for recent expenses and projected income and expenses to the end of the season.

* Total income (passes, tickets and grants) is likely to be ~ $10,000 higher than budgeted, largely due to the higher number of season passes.
* Expenses are similar to budgeted with a notable exception: Maintenance/repairs are ~ $11,000 higher than the budgeted.
* Wages are higher than last year but lower than budgeted.
* Overall, we should end the season with a surplus of ~ $19,000 which is slightly ~$3000 higher than budgeted. The budget proposed that the surplus would be allocated to a reserve fund, possibly for a future machine shed.
* At the beginning of this year, our tracksetter and infrastructure reserve funds totalled $65,000. If we add the projected Nordic Centre surplus, our tracksetter/infrastructure reserves would total $84,000. Our 2020 budget proposed that $40,000 be allocated to a combined reserve for unforeseen major repairs of our buildings and machines. So $44,000 would be available for other reserves/projects.

**Current Situation with Nordic Centre People**

The transition in staff and positions has gone well. I hope to have the same team for next year. At our board meeting, I can give a brief update on what next year might look like.

***Action Item*: Steve** to discuss lodge manager position with Patrick. If decision is to try to find someone new, then **Steve** will advertise.

 **Evolving Plans for the PistenBully**

I believe that pro-active maintenance of the PistenBully is still the right approach. But the down-time this year and additional information/learnings indicates that we should expect ongoing “expensive” maintenance and occasional down-time. Despite the cost and down-time, we are still better off than trying to buy a new or newer machine for hundreds of thousands of dollars. Going forward, we can extend the life of the PB and reduce operating costs:

* Increase our maintenance efforts to reduce and downtime and expensive repairs (more frequent inspections and oil changes) and increase our maintenance budget to avoid surprises.
* Continue to use the cheaper Skid Steer for most plowing and only plow with the PistenBully when conditions require it.
* Reduce the use of the PistenBully by increasing use of our alternate tracksetters when conditions allow. (Potentially, the PistenBully could be reserved for only certain conditions/circumstances).
* Improve the reliability and effectiveness of our alternate tracksetters.

**Evolving Plans for our alternate tracksetters**

With low-snow early in the season and the extra down-time for the PistenBully, we have been relying more on the Skandic snowmobile to pull the GinzuGroomer. Unfortunately, we had lots of problems and downtime with the Skandic.  It is running great now but the experience indicates a need to improve our alternate tracksetter, especially if we want to use it even more in future years.  Kevin has been collecting information on available machines and we’ve been discussing options. Attached is Kevin’s Machine Comparison document. At our board meeting, we can discuss some of these options and additional information that became available since Kevin’s comparison.

Some of the factors that we are considering:

* Moving to electric machines is not an option yet but likely within ~5 years.
* Are we trying to improve reliability for the current use-level or are we moving to a significantly higher use of a smaller machine?
* A snowmobile-pulled groomer versus a larger machine with a cab (exposure)
* Increased reliability and capability of the machine (e.g. Sherpa) versus a fleet of adequate cheaper machines (e.g. 2 Skandics plus 1 or 2 existing twin-tracks).

**Evolving Plans for the Machine Shed**

Given the need to have well-maintained machines and the inherent extra maintenance/repairs expected for the PistenBully, we need a better facility than our current, unheated, leaky, dirt-floored shed. I circulated the attached Machine Storage Proposal to our core group of operators. Discussions and planning is evolving but the club should consider endorsing the concept and start fundraising. Until we have a plan with estimated costs, we should use $100,000 as a preliminary funding target.

**Jill:** Membership (emailed Feb 21)

Membership report:

2018-19

Members 615

Ticket booth to Family Day  $9173.80

2019-20

Members 715

Ticket booth to Family Day $8092.45

**Irene:** NSDP (emailed Feb. 23)

Jackrabbits: season is going very well, in the capable hands of Dawn Hanson. Numbers are up, with more bunnies than rabbits this year. Coach recruitment and training is an ongoing challenge, but seems to be sufficient. Have had some rabbit coaches out to Masters.

ADP: season is humming along. Still no bites on Head Coach position, but the weekly volunteer help of David Doogan-Smith, Antje von Seidlitz, and Alex Woods has been instrumental in providing a boost to U18, U16, and U14 classes who practice the most often throughout the week. U16/U14 group now have Sandy MacLean (past Head Coach) added to their team of coaches, which helps spread the volunteer load tremendously. Patrick Williston and Melanie Dumont took 8 athletes from our region to BC Winter Games this past weekend. Gregory Baxter is away on a 3-week european race tour with the BC Ski Team B crew. A large contingent of racers are planning on attending Nationals in Vernon this spring. The monthly weekends with Graeme Moore as visiting head coach are going well, with one more visit planned prior to Nationals, and talk of a May visit to kick-off dryland training.

Boosters (Paula Bartemucci and Tamarra ) have providing lunches for race events, which raises funds for the overall ADP program, in addition to providing delicious lunches to racers and volunteers. They will be organizing a pasta potluck and dessert night prior to the marathon as a fundraiser for athletes attending Nationals.

BVCU sponsorship and Wellness program: Greg Watcholz decided to accept invite that BVCU staff join Masters this year, which gave them greater flexibility to join any of 5 Wednesday evening sessions. Irene pitched as Masters coach representing ADP.

Ski Skool: program is full to capacity and could run more classes if they had more coaches. Irene met with Kate Kantakis and Debbie Courtliff recently to plan for next year. Will advertise on Parent Advisory Committee FB pages, as well as club newsletter. Will endeavor to have 3 sessions per day which may attract other coaches. We are looking for a grant to replace and augment some of the ski equipment that is currently stored in the office, and still keen to have an outdoor storage shed for skis, and an indoor drying rack for boots. Decision made to increase fee per student from $5 to 6$/visit ($4 instruction, $2 facility fee) and to increase coach honorarium slightly. Michelle is looking after records and invoices. Michelle also coordinated the recent Racing Rocks event for elementary schools. Head Coach used to coordinate this event. Instead, Michelle and two (paid) coaches did the organizing and had a cohort of parent volunteers.

The NSDP relies on a broad volunteer base for running programs, fundraising, and overall coordination. We endeavor to thank volunteers at intervals throughout the season, by providing small gifts and cards to recognize these efforts, particularly when a lot of work falls to a few individuals. All gifts are funded by the program itself through its fundraising efforts which include the botte drive, race lunches, and washroom cleaning, and are a small percentage of the overall NSDP funds raised.

**Kevin**: Grants & Sponsorships (emailed Feb. 17 with follow up on Feb. 21)

I checked on the status of Nordique Canada Club Fundraiser for next year.

**Anne**: Secretary and Volunteer

1. **Actions from Previous Minutes**

**A. Gender identification on forms**

* In Zone 4 you can add “unspecified gender option” to the registration; CCBC requires gender breakdown for reports that are supmitted
* Board decided that club will keep identification for programs but not for general registration

**B. Care Card numbers**

* Club doesn’t need to record card card numbers but camps do

**C. CCBC funding program**

* See Kevin’s director’s report and associated email

**D. BV Youth Sport Foundation**

* Irene had preliminary discussion with group
* Will see how it goes for the first year

**E. Safety incident forms**

* Now available
1. **New Business**

**a)** Groomer options and machine shed

* Two background documents circulated by Steve; reviewed and discussed
* At board meeting, decided to move forward with machine shed with Steve leading the initial stage and Kevin looking for funding
* Steve floated the possibility that increased reliance on a snowmobile tracksetter instead of the PistenBully might allow more frequent grooming but could reduce the quality of grooming and wonders if that would be acceptable?

***Note: since board meeting, Steve has had a rethink of focusing on the machine shed – to be discussed at next board meeting.***

**b)** Fundraising for Infrastructure improvements:

* Discussion of this was mixed in with previous item
* Idea is to have something ready by time of marathon to make people aware and maybe start donation.

***Action Item*: Kevin** to set up donation process

c)Letter received re Teck sponsorship

* Discussion about whether have or need a policy wrt from whom we accept sponsorship
* Decision was no policy needed at this time; decided that club should not take position on resource industry related offers unless the board can reach consensus on an offer.
* Question about whether CCBC has a policy about sponsorship; Irene contacted them to find out

**d)** Brew Ski

* A potential new event suggested by some members
* Decided to let them run with it – need to check and meet insurance and licensing requirements

***Motion:*** Anne moved that the club support the idea of a new club event, a Brew Ski, acknowledging that there are still requirements that need to be checked; Kevin seconded; approved.

**e)** Safety/emergency procedures for programs and events

* Forms to be filled out in the event of an incident need to be easily available
* Explanation of mustering site: location for injured to await transport; post stuck in snow at end of parking lot sufficient

Meeting adjourned 20:36

Next meeting: March 23