**Board members**

Present: Jen Chapman, Anne Harfenist, Kira Hoffman, Ali Howard, Susan Kinkela, Brandin Lilgert, Steve Osborn, Sarah Sacharoff, Stephen Wickham

Unable to attend: Hillary Clark, Barb Guillon,

Guests: Roger McMillan, Kelsey Stasiuk

Meeting started at 19:05

**1) Minutes of Last Meeting**

***Motion:* Susan moved to accept November 28 draft board meeting minutes; Ali seconded. Approved.**

**2) Directors Reports**

**Barb**: Treasurer (Steve O. emailed financials Dec. 26)

**Steve O:** Nordic Centre (emailed Dec. 15)

**Nordic Centre Report:**

Despite a three week snow drought and not much in the forecast, there has been great skiing conditions. The snow base is too thin to use the PistenBully too often, so we are relying mostly on the small groomers.

Edmison Mehr completed the CPA-prepared financial statement that we needed to obtain a $45,000 Gas Tax Grant from the Regional District. Jan recently submitted the attached statement and necessary contractor quotes to RDBN. The grant will be used to repair the foundation of the old equipment sheds next summer.

 Jan arranged a safety meeting for our PistenBully operators. He recruited Steve Ritchie, a very experienced snowcat operator, to put on the course. Steve sent us an invoice for $200 and asked that the payment be donated to the club, in particular towards helping with equipment for kids, etc.

**Susan:** Membership (emailed Dec. 29)

1. Reciprocal agreements are in progress for Caledonia Cross Country Ski Club (Prince George) and Hudson Bay Mountain Resort.
2. TOTAL PASSES: 1118\*\*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | OCTOBER | NOVEMBER | DECEMBER  (to Dec 29) | TOTAL | COMBINED  TOTAL |
| CHILD | YES | 12 | 10 | 2 | 24 | 106 |
| NO | 28 | 28 | 14 | 70 |
| No  Choice  Indicated | 10 | 1 | 1 | 12 |
| YOUTH | YES | 11 | 18 | 0 | 29 | 88 |
| NO | 23 | 16 | 4 | 43 |
| No  Choice  Indicated | 10 | 4 | 2 | 16 |
| ADULT | YES | 91 | 201 | 72 | 364 | 905 |
| NO | 60 | 236 | 176 | 472 |
| No  Choice  Indicated | 37 | 22 | 10 | 69 |
|  | NO  PASS  WANTED | 1 | 2 | 5 | 8 | 8 |
|  | TOTAL | 283 | 628 | 470 | 1107 | 1107  \*(+11)  **\*\*1118** |

\*11 people needed to purchase pass through Treasurer due to small “glitch” in system.

**\*\***The total number will be slightly lower as some passes have been refunded.

**Brandin:** Communications (no report)

**Position open:** Grants & Sponsorships

**Ali:** Events (emailed Dec 14)

-- planning well underway for Womxn's Clinic. Registration is already open on zone4, in time for holiday gift giving.

-- Cansi clinic organized by Karen Miller is full & communication from Cansi has been sent to participants. Of note is that Lisa Perry will be apprenticing to become a course conductor.

-- planning for Tour de Treat underway with the organizers once again directing proceeds to the food bank

-- the holiday event has been reworked to just be a StoryWalk. Unfortunately, there wasn't enough organizational or volunteer capacity to pull off Santa's Workshop. I finally have a list of tasks for realizing the event, however, which may make it easier to find volunteers for future events.

-- in scouting for volunteers for the holiday event, we had a volunteer come forward offering to make posters for any and all events/races/etc that the club may need.

**Sarah:** NSDP (emailed Dec. 15)

- held snowcamp for >65 youth athletes. It went well, kids were very tired in the end. About 30 out of towers spent the Friday and Saturday nights at the lodge. Provided Saturday night dinner and snacks throughout the weekend. Unlike other years we did not provide saturday lunch.

- many athletes planning to race in PG Dec 17/18 but may change because of very cold weather.

- most tuesdays have been time trial night, at least 2 in the past month. Sounds like they have been very positive for the athletes for getting used to racing.

- masters is underway, meeting twice a week. Invited to Tuesday night time trial.

- Andrew will be away for the week between Christmas and NY. Practice may continue depending on volunteer coach availability and eagerness.

- ski skool is underway. Some challenges finding enough regular, reliable coaches. Denise had planned to reach out to Brandin to look for more coaches. So far, still able to offer all the sessions, but with no comfortable buffer with coach availability.

- master’s drop in. Schedule is set. 6 weeks. Wednesday evenings starting Jan 18 and running to Feb 22.

- rabbits. 50 bunnies registered. 36 rabbits.

**Jen:** President (emailed Dec. 14)

Applying for Destination Development Grant.  Started to ask for letters of support from the community for Kevin’s REDIP grant. Haven’t heard back from many at this point. Will continue to pursue letters.

**Anne:** Secretary (emailed Dec. 12)

This month I submitted our annual report and annual financial reports to RSTBC as required under our partnership agreement.

**3) Action Items from Previous Meeting**

* ***those directors who have not already done so*** *to prepare job descriptions – some still outstanding*
* ***Anne*** *to send Barb AGM minutes - done*
* ***Brandin*** *to send out reminder about season pass early bird deadline - done*
* ***Ali*** *to contact Brandin to send out request for help - done*
* ***Anne*** *to organise tracking system for sponsorships and grants – in progress*

**4) New/Continuing Business**

1. Destination Development Fund & Rural Economic Diversification and Infrastructure Program

* Applications include some items that warrant additional discussion by board to guide next steps of the application process
* Discussed implications of getting new tracksetter, day-use cabin, trail authorization and trails
* Agreed to refer to day-use shelter rather than restricting to cabin
* Swamp by-pass, swamp dog, adventure trail are trail priorities, but authorizations not guaranteed so incl. trail work without specifics
* If get $$ to buy PistonBully, what to do with old one? Discussed, but no conclusion.

b) Proposed Hilltop Interconnect and Homologation project (Roger McMillan)

* Roger presented ideas and maps
* One question: what types of events is club interested in hosting?
* Roger suggested committee for further work with aim of getting maximum benefit out a a broad concept; should incl. reps from grooming, recreation, racing, kids’ programs
* Need for mapping should be considered

***Motion:* Steve O. moved that the board endorses further work on the concept and a committee is formed that includes range of interests; Susan seconded. Approved.**

c) New Lodge Policy

* Main change is no more lodge rentals due to insurance issues
* Some concerns about excluding Spirit North weekend

***Action Item: Steve*** *to ask Jan to check into whether Spirit North could be covered by our property insurance*

***Motion:* Steve O. moved to accept the Dec. 29 Building Use and Rental Policy; Jen seconded. Approved.**

d) Financial Reporting Update

* Reviewed benefits, shortcomings and cost of the restructuring project
* Edmison Mehr discounted staff time and Brian Edmison volunteered some time
* We have a CPA-prepared financial statement for use in grant applications
* Cost of financial restructuring approx. $13K
* Latest projection is that Nordic Operations will break even (not putting $$ toward new PistonBully) and Club (used to be called “membership”) will approximately break even.

e) wolf seen on Valley View trail

Meeting adjourned 21:04

Next board meeting: January 26