**Board members**

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

Unable to Attend: Barb Guillon

Meeting started at 18:45

1. **Minutes of Last Meetings**

***Motion:*** Ben moved to approve December 2019 minutes; Jill seconded; approved.

1. **Directors Reports**

**Ben:** Chair & Communications (emailed Jan 23)

**Chair:**

- Received confirmation of update of club information with the criminal record review program approving me as the authorized contact for the club (allows me to submit criminal record check requests if online submission form fails for an applicant for some reason).

- Coordinated a meeting in early January with the Events team: Ali, LJ, Jen and Irene. Good discussion that clarified roles and provided opportunity for LJ and Jen to provide feedback to board on things that could help them in their roles.

**Communications:**

- Working with Malcolm Johnson to see how he can help with club communications. Has offered to help put together next newsletter.

- Updated weather station and computer to hopefully be more reliable. It still manages to find new ways to fail though, weather underground upload stopped working yesterday morning but basic data is still making it to the website.

- Found a more reliable webcam service than weather underground and am working on making a new page on the website for it. Here’s what the webcam page looks like <https://webcam.io/webcams/Pq6o3z>

- Setup a copy of the website on my computer to test changes to it, e.g. for better track setting updates, without worrying about breaking the real website. Working on documenting the process of setting up the local copy so other people can do the same thing if needed.

**Barb**: Treasurer (emailed Jan 27 and Jan 28 after meeting)

**Steve:** Nordic Centre (emailed Jan 24)

Link to notes prepared for club members:

<https://bvnordic.ca/about-our-club/news/nordic-centre-notes-jan-2020>

**Jill:** Membership (emailed Jan 24)

2018-19

Members  618

Ticket booth to Jan 19  $5378.75

 2019-20

Members  703 (this is a new record!!!!)

Ticket booth to Jan 19  $5127.80

 Two things are awesome about this report. Firstly that we have a new record! I think that this is a combination of a lot of things. Mainly because of Kevin`s planning and hard work. We had a lot of people asking about buying passes in early December because they wanted to ski and it didn`t sound as though the downhill was going to open for quite awhile. (I know families that Downhill that bought passes so they would have something to do with their kids at Christmas).  There are also a lot of new names on the membership list this year and new families joining NSDP. There also seems to be a surge of 30-ish people skiing and new people moving to town. Thank you to Ali, Ben, Phil and everyone else who promoted the Dec 10 cut off.

The second thing that is awesome about this report is that usually when we have an up-swing in Season pass sales we have a down-swing in day ticket sales. But so far the ticket sales are pretty comparable to last year!

Usually membership/season pass sales depend on the snow and how early we get it, but weirdly, this year the low snow actually helped us because Kevin had us skiing early anyway!

**Irene:** NSDP (emailed Jan. 24)

Jackrabbits: Up and running. One weekend cancelled due to cold-snap. Super-hero weekend looks to have great support and energy from ADP. About 5 new Community Coach-trained coaches this season (2 went to course in Houston, 3 in Smithers). Looking to buy some props such as soccer balls. Ski Skool and JR interested in some storage space (Stuffies are very popular, but they need a place to dry out!).

Ski Skool: Kate Kantakis coordinating, and Michelle looking after records and invoicing. Club skis (kept in office) were brushed (to remove white spots) and glide-waxed. 3 pairs of small boots purchased to provide sufficient sizing for younger grades. Michelle will look into grant opportunities to replace some of these worn out skis. Discussion underway w Steve Osborn, Patrick re: building a boot dryer, and outside storage for skis.

ADP: Combination of hiring Michelle as program coordinator, and Graeme Moore for monthly visiting coach weekends is working well. Michelle is very efficient, and keen to provide this service again next year. Graeme travelled to Smithers for an extra weekend to teach the Community Coaching workshop.Volunteer Coaches were provided a year subscription to www.xcskination which provides a wealth of instructional videos and drills. This has been much-appreciated.The main strain on the program is with the large group of U16/U14s. They have support of Antje Von Seidlitz and David Doogan-Smith and occasionally Lisa. Looking for support for them for Nationals (Vernon), which is expected to have a lot of participants. Great to see that race waxes for BC Cups has been moved to LF. Less toxins but still expensive, especially as we transition to a new system.

BVCU Wellness program integrated with Masters this year, so employees can attend any Wednesday night. Cobey to track attendees. ADP to provide extra coaches as needed.

**Kevin**: Grants & Sponsorships (emailed Jan 21)

Prepared final report for Wetzin'Kwa Community Forest Grant

**Anne**: Secretary and Volunteer (emailed Jan 21)

Submitted our Partnership Agreement Engagement Summary to Rec Sites and Trails.

1. **Actions from Previous Minutes**

**A. Exploration of idea of longer term redesign of kitchen**

* Steve contacted Patrick to start the conversation; ongoing
* Suggestion that kitchen could be focus of targeted fund-raising a la comfy couch fundB

**B. Policy on special fees/reduced fees**

**MOTION:** Jill moved to approve the amended club policy on fee reductions and student rates; Anne seconded. Approved.

1. **New Business**

**a)** Gender Identification:

* Request by member to have binary gender option on registration form either removed or expanded to include “other”

**Action Item: Anne** to ask Liz to find out if CCBC requires gender identification

* Discussion expanded to other possibly irrelevant information being requested during registration

**Action item: Irene** to ask CCBC whether programs need care card numbers

**b)** CCBC Fundraising Proposal:

* See email forwarded by Ben from Wannes
* Consider for next year (assuming that program will continue in some form next year) because too late to develop this year
* If want to participate next year, need to have idea for club fundraising and structure before registration

**Action item: Kevin** to ask Wannes if funding program likely to exist next year

**c)** Request from BV Youth Sport Foundation to attend our Feb or Mar board meeting

***Action Item*: Irene** will have preliminary chat with foundation

**d)** Status of Nordic Centre budget given recent expenses

* Financial report arrived during board meeting; looks like Nordic Centre budget okay
* Discussed limitations of snow mobile being used for grooming; need for good reliable back-up for when Piston Bully goes down emphasized; experiences with different snow mobile models by other clubs noted
* Snow mobile issue needs to be added to management plan and need a game plan ready by end of March for big fundraising opportunities

**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

 ***Action item: Steve*** to put forms in binder in first aid room (in envelope on cupboard) and also on policy page of website

**f)** Gaming Grant

* Need to rework financials for grant format noted

Meeting adjourned 20:15

Next meeting: February 24