**Board members**

Present: Jen Chapman, Ben Forsyth, Anne Harfenist, Ali Howard, Jill Krause, Steve Osborn, Sarah Sacharoff

Unable to attend: Barb Guillon, Brandin Lilgert, Stephen Wickham

Meeting started at 19:05

The focus of this meeting was financial issues. In order to have sufficient time to cover all of the items, we skipped directors’ reports, approval of previous minutes and review of previous action items.

We began with a site tour of the new PB garage and other buildings either new or under renovation.

**1) Restructuring of our Accounting Structure**

* We are ready to go forward once accountants’ vacations over ~ September

***Action Item: Jen*** *to ask Jean whether it is possible to get a CPA-prepared financial statement for FY2022 earlier so that we can access our outstanding grant.*

**2) Garage and Shed Construction Projects:**

* PB Garage completed (Phase 1 and 2)
* Secondary garage (Phase 3) still requires siding and soffits
* Equipment shed must be shored up or it will collapse probably this winter; funding from RDBN Gas Tax has been approved once submit CPA-prepared financial statement for FY2022; have the quotes; no other renovations will be done on that building at this time

**3) Trail Works:**

* Work ongoing on Pine Creek trail bridges and upgrades
* Funding from FY2022 trail fundraiser ($15,300 unspent at end of year)

**4) Surpluses and Deficits (see Program Project Summary circulated by Steve O.):**

* Program Project Summary shows status for each program
* Membership has ~ $16K surplus (most sponsorship money went into Membership); NSDP has ~ $17-18K surplus (NSDP does not want to grow reserve); Events has ~ $2-4K surplus (committed – to be used on timing equipment)
* Nordic Operations in deficit due primarily to extensive machine maintenance
* Wrt grooming machines: new Skandic considered essential - $1K deposit paid, $2K to come from sale of Bear Cat, $15K to come from program surpluses or Infrastructure reserve as approved by board previously; Quad is faulty but still under warranty so we should end up with a working quad of some type.
* Question of allocation of loppet surplus from FY2021 arose.

***Action Item: ??*** *to check allocation of loppet surplus*

**5) Allocation of Surpluses and Reserves (see Allocations spreadsheet circulated by Steve O.):**

* $23,000 of surpluses to go into garage reserve to pay for Phase 3 shed work completed/committed to date plus soffits & siding
* Remaining $10,000 to go into the Infrastructure reserve  (increasing the depleted reserve from $35k to $45k).
* The amount remaining in the Operation reserve will be transferred to the Infrastructure reserve; operation reserve will be discontinued.

**Motion:** Steve O. moves that the Membership and NSDP surpluses from FY 2022 be put into the garage reserve fund with any excess beyond what is needed to finish Phase 3 used to top up the infrastructure reserve fund; Ben seconded. Approved with one dissent.

**6) Budgets for FY2023:**

* Budgets should be in new structure
* Need to factor in multi-year sponsorships
* Initial budgets for the new fiscal year indicate that we will be reliant on sustained high memberships (at least 1000 members) and even then there is no room to make any significant contributions toward a future PistenBully; agreed that the board will start working towards increasing trail fees and/or charging a fuel cost surcharge.

***Action Item: Anne*** *to get list of sponsorships from Jan*

***Action Item: Jen*** *to look into fee increase*

Meeting adjourned 21:00

Next board meeting: September