**Board members**

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

Unable to attend: Brandin Lilgert

Meeting started at 19:03

**1) Minutes of Last Meeting**

***Motion:*** Ben moved to accept November 9 draft board meeting minutes; Steve O. seconded. Approved.

**2) Directors Reports**

**Barb**: Treasurer (emailed Nov 15)

**Steve:** Nordic Centre (emailed November 17)

**Nordic Centre opening** is Saturday Nov 20. One day earlier than last year and the earliest in the 8 previous years that I have records for.

Jan has been awesome! He has been doing a great job working with the many people who are getting everything ready. Here is his update to them:

The good news today is that we have decided to **officially open BV Nordic Centre on Saturday November 20!!** Great stuff and thanks to you for getting it done!

There are still a few trails to be rolled, groomed and set and Kevin’s Ninja Ginzu crew and Patrick’s PB gang are aware and on task for best trails in the Province by Saturday.

I believe that the rest of us know what to do and here is our status as of today, Wednesday.

·        Lights and timers is being ready by Josh W last night and a call with him today to confirm

·        Gen P knows that Saturday is our goal and she is ready

·        Grooming and trails are ready and aware of Saturday opening and updates of trails open and conditions

·        Lodge is ready. Signs are readable and in place. Health and Safety as well as 1st Aid is in place

·        Parking lot is being plowed by Kelsey on need base and additional signs are being installed today

·        Website and conditions are running as normal. Updated maps are on all platforms. Nordic Pulse will be integrated in the next week or two. Brandin will send out a newsletter any day now.

·        Maps, shovels, buckets are being distributed on all open trails in the next couple of days

·        Point of sales for day tickets will be done on Thur/Fri

So we’re looking very good and I’ll connect with you if there are any areas of concern. Please also reply to me if you have any questions or concerns.

See you up there and lets spread the good news!

Dominic Bernardin gave me great news today. Dominic is a local project member with Telus and has been a member of the club. Telus has been upgrading residences along Hudson Bay Mountain Road to **Telus PureFibre**. Dominic put in a proposal to Telus asking them to extend the fiber up to the Nordic Centre to provide better services for the club as a community engagement initiative. He found out today that they agreed!  The cable has been ordered but there will likely be supply issues so we shouldn’t count on the fibre being installed this winter. But it is coming! And the club does not have to pay any portion of the huge cost. When it is installed, the club will be able to obtain (and pay for) the high speed fibre optic internet at normal residential rates. Also, once the fibre reaches the Nordic Centre, Dominic will be able to ask Telus to provide micro-cell service to cover our parking lots. Recognition is not required but would be appreciated by Telus.

**Jill:** Membership (no report)

**Ben:** Chair and Communications (emailed November 21)

- Installed new weather link live device at the Nordic Centre to upload weather data directly instead of having to go through the PC in the office. This is currently driving the weather underground data and will eventually be the source of all weather data on our page. It should be more reliable than the PC.

- Working with Tom Christian to update our map data in Nordic Pulse. Hopefully nordic pulse will have an accurate representation of our trail network by the end of the week, if not sooner.

- Setting up small computer and TV to have in office to display nordic pulse grooming information.

- Dealing with more COVID restriction changes and how to interpret them for our programs.

- Enjoying the great skiing!

**Position open:** Grants & Sponsorships

**Ali:** Events (emailed November 21)

Report

-- Have been in contact with organizers for all social events. They are all in good hands and shaping up nicely. The first event, Santa's Workshop, is going to be a really lovely self-guided tour around the trail by the biathlon hut.

-- For the first time, registration for the Womxn's\* Clinic will be on zone4 as one of the organizers has experience working with the platform. \*The organizers have changed the name to more inclusive wording in keeping with current conventions.

-- Sent Kerry the link to the list of the volunteers who indicated they could help maintain the dog trails.

-- Sent message to several people in the membership at large and the ADP parents encouraging them to join the race committee. Buy in was better once Sarah stepped in with warning that races could be cancelled without people taking responsibility for key roles.

-- Attended a meeting with several ADP parents (vaccine passports were verified by the host and masks worn, in keeping w/Club & provincial protocols) and happily we now have a race committee. There is a good mix of new people being mentored by our Robbie Dunbar will work with Jen Plummer to serve as Chief of Competition, Patrick Williston has taken on the role of Chief of Course (but will need support to set up courses/supervise course on race days since he also acts as a coach), Liza Hart & Joe deGisi are Chief Timers, Andrea Dunbar is Chief Medical, Mark Gillis will work with Diana Cullen on registration and results, Laura Hols Wimbush and Dean Allen will act as Race Secretary, and I will help the Chief of Volunteers.

**Sarah:** NSDP (emailed November 18)

1. Virtual Auction is done.  ~$6500 raised.  Some lessons learned such as earlier start to collecting items.  Lots of engagement from local businesses.  Thank you cards in the works.

2. Provided board with excerpt of letter from proponent of private lesson plans

3. 2021/22 Race Committee seems to be taking shape.  Robbie/Andrea Dunbar, Liza/Joe.  Required an email suggesting that races might be cancelled to find coordinators/leads.

4. Finances - predicting a small surplus so looks healthy

5. JumpStart grant - decided not to apply as we are predicting surplus

6. Race travel plans being developed by Liza Hart/Andrew for athletes and their families

7. Snow camp, will be regional, notice will be released shortly.  60 kids cap.  Plan is to keep outdoors as much as possible.  No Saturday evening events.  Graeme Moore will be visiting lead coach for this with Andrew.

8. Jan/Andrew/Tamara organizing facility tour at the lodge on Sat Nov 20.  Teach parents and coaches about ADP duties, lodge tour including safety talk, snow mobile use for emergencies.

9. Masters Performance has waitlist of 10 people, outside of 12 that are currently registered.  Current plan is to not increase the size of the program but shows that there is a lot of interest.

10. covid vax checking.  Jen, Sarah, Steve working to decide how to handle latest changes to restrictions.  Specifically lifting of vax no longer necessary for for adults coaching outdoor sport.

**Anne:** Secretary (no report)

**3) Action Items from Previous Meeting**

* ask Kevin to define project (as object of fundraiser) - done. Trail improvements for 2022:  Finish drainage, repair log culverts on pine creek. Cost will be over $30,000. Fundraising from members will help leverage grants and support.

***Action Item:*** *Unassigned. Change website donate button to a page explaining the project and linking to Nordiq Canada’s donation page.*

* Bento have preliminary discussion with accountant – done. Ben initiated contact with Edmison Mehr and now Jan is in the loop and pursuing.
* NSDP to respond to inquiry saying that we have no policy at present & will allow moderate level of lessons until policy developed – done

Tabled in spring:

* Jill to look into feasibility of reusable pass - Steve suggests we drop this as the year has already started and next year the membership director will be new and will have to develop their own priorities.
* Sarah to get back to vending machine proponent for more details (proponent was working on answers at time of last board meeting in spring) – still waiting for proponent to provide updated proposal
* Kevin and Ben to work on communications re donation via Nordiq Canada & Zone 4 – done

Motion: Steve O. moved that the fundraiser via Nordiq Canada be directed toward high priority trail improvements for 2022; Anne seconded. Approved.

**4) New/Continuing Business**

**a)** New President/chair

* Discussed Steve O’s proposal and agreed – leave as vacant, give it time, see how GM fills some duties, ongoing recruitment
* Keep as topic at board meetings

*Action Item: Anne* to update Director Responsibilities Table

**b)** Jan 2 Race

* Race committee formed
* Need to recruit chief of course
* Waiting for clarification from CCBC re covid

**c)** Private Lessons

* Member requests for more adult lessons recognised
* Need to find out whether insurance covers (check with CCBC)
* Ideas: different types of pass for lessons; commission to club

Formed Sub-committee to meet in new year to develop draft policy for board consideration: Anne, Sarah, possibly Jan

**d)** COVID

* Lodge not open to others on race day
* Can use wax hut but not machine shed as shelter during races
* Lodge capacity = 300 so 50% capacity applies during event = 150
* Organisers of event can come up with own appropriate levels – must produce covid safety plan
* Had lodge capacity limit last season, perhaps change wording on sign to preferred max capacity this year
* Health authority supersedes Via Sport
* Use safety plans as way of dealing with things under our control

**e)** Grants and Sponsorships

* Spreadsheet including reporting dates on shared board drive
* Steve O. and Steve W monitoring those that are their responsibilities

***Action Item: Steve O.*** to ask Jan to put reminders in his calendar to make sure that none of directors is dropping the ball on reporting requirements

**f)** Skiing on the Prairie

* Tabled due to time limitations and lack of urgency

**g)** Board Drive For proposed Jan 2 race, need race notice published by Dec. 6

* Separate board drive (only for board) and shared drive open to staff and key volunteers
* Steve O. has done this and provided an explanation in email to board

**h)** Staff Participation in Board Meetings

* Might not be best use of their time
* Decided participation by invitation
* Ask Jan for monthly report

Meeting adjourned 20:40

Next board meeting: December 13. Steve W. to chair