**Board members**

Present: Jen Chapman, Barb Guillon, Anne Harfenist, Ali Howard, Susan Kinkela, Aurora Lavender, Sarah Newton, Steve Osborn, Adrianne Rosenberger, Sarah Sacharoff

Unable to attend: Joanne Reid,

Meeting started at 19:05

**1) Minutes of Last Meeting**

***Motion:* Steve moved to accept March April 15 draft board meeting minutes; Sarah N. seconded. Approved.**

**2) Directors Reports**

**Barb**: Treasurer (no report)

**Steve O:** Nordic Centre (emailed May 24)

**Lodge Heating**

Hunterbilt finished installing two mini-split heat pumps for the upper floor of the lodge.  A heat recovery ventilator and a heat pump/electric furnace will be installed before fall.  70% of the $51,400 project is funded by a grant from NDIT. Approx $15,400 will be paid from our Infrastructure Reserve unless we can pay part or all from operations budget.

**New Utility Vehicle**

Jan picked up our new Polaris Ranger and is handling the break-in and initial servicing and setup.

**Destination Development Project**

The Prinoth Bison is expected to be at the dealership in Calgary by the end of June. We are delaying delivery and final payment until October or later. In the meantime, $500k continues to gain 4.75% interest at BVCU.

$123k of trail repairs/improvements under the DDF project is being managed by Kevin (more info below).

The accessible outhouse for the lower parking lot is being built by Eamon Odonahue with input and help from others. It should be installed by the fall.

Race route homologation/planning underway (more info below).

Signage component relies on the status of trail changes and engagement with Wet’suwet’en. Likely won’t get underway until 2025.

**Trail Work**

We have been told that we will soon receive authorization from RSTBC for the Swamp Bypass and Valleyview connector (2 years from initial application). We are applying for a Wetzinkwa Community Forest grant to pay most of the cost. If we get the grant, those two trail sections could be complete for this coming winter.

We have applied for grant from the new Outdoor Recreation Fund. If we get it, it will allow some rock busting on Northern Lights, Hilltop and Goldeneye.

Kevin is arranging contractors and supplies to carry out the trail work promised in the Destination Development project and any approved grants. A big part of the Dest Dev trail work is the replacement of two bridges. Costs for those bridges have escalated a lot since the original proposal. Partly because of the engineered design specs and partly due to increased prices (e.g. one contractor’s rate has doubled since the rate we paid them 5 years ago). Kevin will ensure we don’t go over budget but how much we get done and when may be at risk. Lots of factors at play but we may find that the work could use an extra $20k.

**Trail Planning**

Attached are two draft reports from Roger and Reidar the consultant. We are not asking for board approval yet but I wanted to give you the opportunity to read them. They also provide context for a board discussion of next steps.

Roger’s draft proposal describes how the plan aligns with Club priorities. It also describes one way to take a phased approach to construction. Reidar’s draft will be finalized to incorporate Roger’s maps. The final product will be a comprehensive plan of additions and modifications to the existing trail network to create competition courses that meet FIS homologation criteria. The plan also has ideas for training trails, terrain park and other teaching and play areas.

The end product of this “homologation project” will be a master plan for competition and training trails near the lodge and stadium. As Reidar clarifies in his report, this is just the first stage of planning.  There still needs to be detailed design/layout. The flagged trails would allow referrals, assessments and the authorization application. Then there would need to be detailed costing and  fundraising which will dictate how to phase construction.

We will have the final report from Reidar and Roger in the coming weeks but we decided that it is unrealistic to try to complete the field layout this summer, especially given the other projects already underway. So I propose that the next step should be to have a trail plan information session in the fall, possibly open to all club members. At that info session, we could describe and discuss the competition trails master plan as well as our proposals for new trails on the Pine side. Hopefully the session would build enthusiasm and establish club priorities for the work and funding needed to implement it.

**Grant Opportunities**

Regional District Bulkley Nechako is inviting us to apply for a three year grant of up to $15,000 per year. Unlike most grants, operational costs would be eligible. Aurora and I will bring some recommendations to the board meeting. The application is due June 3. Megan Peloso informed us about the opportunity and is willing to help with the application.

The Gaming Major Capital Projects grant is expected to be open for applications in June.  Our Board’s April meeting gave soft endorsement to pursue a grant to repair the old shed foundation and build a new fuel shed, subject to our capacity and finding matching funds.  At our May board meeting, I will provide and discuss options for matching funds.

**Sarah N.:** Communications (no report)

**Position open:** Grants & Sponsorships

**Ali:** Events (emailed May 27)

* We will host two races for the 2024/25 season: Teck Northern Cup January 1&2 & Chris Dahlie open February 8 & 9. Loppet March 15.

**Sarah S.:** NSDP (emailed May 23)

**Summer Training**

- Summer Registration : 6 U10, 2 U12, 10 U14, 8 U16, 7 U18, 1 U20

- U14+ meeting with Jamie from Titan once a week at the wax hut for specialized strength instruction.

- Andrea is using the wax hut as a summer training space which seems to be working well.

- athletes will be encouraged to participate in the tour de smithers

- Talent Squad and Dev Squad athletes attend camps in Whistler in May

**Fundraising**

 ~15 ADP volunteers for McBike Mothers Day run.  Raised about $1500 of which we plan to donate half to the Canadian Cancer Society, and half to reimburse Pete for dinstance sweaters.  Hoping to do this fundraiser in the future with McBike.  Plan to ask the U14-18 athletes to all act as volunteers and keep the funds for NSDP in the future.

**Financials**

- Adrianne and Sarah have developed a draft FY 2025 NSDP Budget

- Steve W applied for gaming grant (asked for $32k, was $29,500) and minor capital grant (vboards, fencing, radios totaling $15k)

- some minor interest from NSDP and encouragement from CCBC for our club to acquire a $20k treadmill.  Considering but no decision.  The suggestion was that we apply for it using the minor capital grant but we had already applied for it by the time we got the suggestion from CCBC.

*Chris Manhard (provincial coach) would love to see a few high-end, “standardized” running treadmills in various locales across BC.  Among other things, this would allow for regular testing and monitoring of athletes at home, with good data that can be compared across BC.  It would also reduce the amount of testing that needs to take place at provincial camps, allowing that time to be used for other things.  It would also allow for training if too smoky/hot/cold outside.*

- predicting surplus, $10k ish but hard to nail down with no new reports.

- ADP has decided against purchasing a wax trailer.  Too sketchy driving it in the winter, not enough vehicles would be equiped to pull.   Plan is to be more generous in how we reimburse the families that drive wax equipment to races.

- turned down fundraising opportunity to do cleanup at a wedding this summer.

**Susan:**  Membership (no report)

**Anne:** Secretary (emailed May 26)

* Results of survey wrt skiing direction on dog trails circulated.

**3) Action Items from Previous Meeting**

* *those directors who have not already done so to prepare job descriptions – some still outstanding*
* ***Steve*** *to ask Tisha to include a detailed report for Events in future months – not yet done*
* ***Anne*** *to apply to RSTBC for increase in day pass rates to: adult $18; youth $12; <6 years free; family $40 – letter ready to go; was awaiting updated financial numbers, but, given the delay in obtaining them, will use last months and send letter this week*
* ***Steve*** *to work with Jan on preparing some estimates for major projects – ongoing*
* *Jen to look into how other clubs compensate volunteers - ongoing*
* *Tabled: Steve O to ask insurer about bundling snowmobile coverage and forest fire coverage*
* *Tabled: recalculate what our targets for reserves are*

**4) New/Continuing Business**

a) Motions:

**Motion:**  Sarah S. moves to accept Adrianneas co-director of NSDP; Jen seconds.Approved.

**Motion:** Jen moves to accept Aurora as director of Grants & Sponsorships; Ali seconds. Approved.

b) Expectations wrt newsletters over summer

* We have never had a summer newsletter – no need
* If there is a specific topic that needs to be communicated, then we can send an email

c) Preliminary discussion of allocation of surplus funds (including interest, sponsorships)

* Interest from the DD grant – suggest that should be related to the projects in the DD grant e.g. unforeseen mechanical issues and/or fuel for new groomer OR use as matching funding for grant application
* Sponsorship $$ goes into Club account; letter of agreement sufficiently vague that no strings attached to most sponsorships (some exceptions have been identified at the time of agreement); some hints that there may be expectations in some cases; can allocate sponsorship $$ throughout the year – no need to wait for year end.

***Action Item: Aurora to clarify with Jan about possible “expectations”***

***Action Item: Anne to send sponsorship tracking table to Aurora***

***Action Item: Steve and Barb will have a conversation with Tisha***

e) Next steps for trail planning (Homologation project plus Pine Creek trails)

* Suggest next step = information session in fall to get member input
* Many additional steps to go including but not limited to layout, authorizations, funding – going to information session does not mean that board has approved the various trails
* Concerns expressed about lack of clarity about what we want to build and why
* it may be worthwhile to have Roger talk to board before general presentation
* How will we manage a meeting dealing with homologation and Pine Creek – two very different projects with different audiences
* In low snow years, putting on any race is challenging – trying to improve our abilities to do so
* Want ability to hold races and not always go down same trails
* If we are open to having more trails in the stadium area and more trails in Pine Creek then get member input and create enthusiasm (and pool of volunteers)
* Re capacity: if new trails are considered a priority, perhaps some others will not be groomed as much
* Ideas of costs would be useful – when see costs, think about priorities and capacity
* Will get final report from Roger and Reidar, the consultant
* Next stage = wider, more focused discussion
* Board should have clear vision of future trail potential before going to membership
* Would like to know which of proposed new homologation trails needed for the types of races that we actually hold as national and provincial races unlikely
* Ideally would have sub-committee in place prior to the information session (ideally, sub-comm would run info session)

***Action Item: Steve will work with Roger and Kevin on trail planning aiming for an information session in the fall***

f) New grant opportunities (Regional District, Gaming Capital Projects)

* RD grant will cover operational costs which is rare
* Some ideas for proposal = stabilization of membership fees, Ski S’kool, operational expenses
* Put wording into proposal with respect to low snow years
* Support for going after funding
* Include whatever has best shot at getting funding – Nordic Centre operations or Club) with most flexibility
* Gaming Capital Projects earlier had soft support for fuel shed and fixing foundation – needs matching funding (something to keep in mind when considering surpluses)

g) dog trail survey results - tabled until next meeting due to time constraints

Meeting adjourned 20:55

Next meeting: June 24