**Board members**

Present: Jen Chapman, Barb Guillon, Anne Harfenist, Ali Howard, Steve Osborn, Joanne Reid, Adrianne Rosenberger

Unable to attend: Sarah Newton, Sarah Sacharoff

Guests: Jan Wengelin, Kevin Kriese, Courtney Maricle

Meeting started at 19:05

**1) Minutes of Last Meeting**

***Motion:* Jen moved to accept January 8 draft board meeting minutes; Steve seconded. Approved.**

**2) Directors Reports**

**Jen:** Chair (no report)

**Barb**: Treasurer (no report)

**Steve O:** Nordic Centre (emailed Jan 21)

Grooming

A period of rain and then minimal new snow has been challenging but the

Bison grooming has been producing good results.

Prinoth's mechanic was here to do the 150 hour service on January 16 & 17.

Prinoth provided this first service without extra charge. It is a very

thorough service which ensures there are no major issues with the new

machine. Pat, Kelsey and Cam spent a couple hours with the mechanic to

learn about basic maintenance and operating pointers. We paid Wim Tersago,

our local snowcat mechanic, to attend part of the servicing to learn about

the new machine. In the future, Wim will be able to do some service but Jan

also plans to use Prinoth mechanics periodically. Ideally, we will be able

to coordinate with other ski areas to reduce the Prinoth mechanic's travel

costs.

Trail Lights

The Way Home lights are now working, using a cable temporarily placed above

ground. Jan will develop a light repair/upgrade plan for the summer. Subject

to available funds, the plan will extract/salvage the damaged section of

cable and bury the new cable; replace any newly burnt out trail lights, add

a light to the lower parking lot near the new outhouse, upgrade the stadium

lighting.

DDF Project

Update on the surplus items discussed at the previous board meeting:

1. Ordered tiller lights and camera for the Bison ($2,486.09)

2. Prinoth training of local mechanic and our operators (~$2000)

3. Purchased replacement flags for the lodge ($876)

4. Events ordered 100 new dividers ($5,000)

5. Identified a good quality used mower for the skid steer ($11,750)

Once I have all of the above invoices, I will start working on the final

report which will eventually release the 10% holdback ($76,545).

I have been mindful of our cash flow because we had to spend the full grant

including the holdback before we can do the final report. In addition, we

have been paying about $38,000 GST that is not an eligible DDF expense. We

will eventually get the GST refunded from Revenue Canada but in the meantime

the holdback and GST create a cash flow gap of about $115,000. Luckily, we

are mid-season and our normal revenues have kept our bank account healthy.

Pre and post season, we are effectively borrowing from our various reserve

funds.

Club Fundraiser for the Equipment Shed Upgrades

To find someone to set up and administer the club fundraiser, I emailed the

list of people who checked off the registration box saying they could help

with grant applications. After a reminder email a week later, we have a

volunteer: Jane McLeod. Jane will work with Kevin this week to set up the

fundraiser. Once it is set up, Jane will reach out to Sarah N to get the

word out.

(About the volunteer list:14 names were on the list. At the time of my

request, about half had already helped on previous applications or other

significant volunteer roles. I view the list as an effective tool.)

Wetzin'kwa-BVCCSC MOU

I counted 6 directors who approved and no objections to the email motion

directing me to sign the updated Memorandum of Understanding. As soon as

the map is finalized, I will sign the MOU with Sam Coggins, WCFC GM.

Trail Plan

I worked with Kevin on an update to the trail plan. To be discussed at our

January 29 meeting. When finalized, the trail plan will establish the

club's priorities for maintenance, upgrades and possible expansions to our

trail system.

Lodge Lockers

James Cuell has been managing the allocation of lockers for the last two

years, following the process set up by past-Registrar Liz Osborn.

On Dec 12, James sent me the following report which I share FYI:

Here is the locker list for this year. [stored in a confidential folder on

the club's Google Drive] Demand far exceeds supply. Looks like we have

about 22 people on a waitlist that we could not accommodate. We only had 4

vacancies to fill this year. Two families swapped larger/regular lockers.

**Sarah N.:** Communications (emailed Jan 20)

1. Sent a letter to all children in programming regarding photos, and no-one has gotten back to me about objections to their images. I am surprised, I hope the letter didn't come across in an unexpected way that has made people unhappy?

2.. Took recent complaints about skaters on the classic track, and historical dog complaints and made a video- <https://youtu.be/DC4cwJ9Bjos>

I hope you enjoy it. I am sharing it on social media far and wide. I am just learning Imovie and it is only really decent to view on a larger screen, not a phone..

**Grants & Sponsorships**: position open

**Ali:** Events (emailed Jan. 28)

Womxn's Clinic Sunday January 26/25

-- very well organized by Julie Sheppard (her third time pitching in) and Abby Morgan

-- 14 coaches, paid honorariums, animated two 90 minute lessons

-- registration form included a few more questions to better tease out people's skill levels which made for more evenly matched groups than in some years

-- registration capped at 70 & fully enrolled but there were several no-shows which was unfortunate as there was a waitlist

-- once the fog lifted around 9:30 there was gorgeous sunny weather

-- feedback has been excellent; participants left w/big smiles

-- anticipate increased participation at the remaining Wednesday night Masters' drop in lessons

Teck Northern Cup 1 & 2 & Chris Dahlie Open Saturday & Sunday February 8 & 9/25

-- despite prompts from CCBC, race notice went out late

-- race fees have been increased

-- volunteers are starting to trickle in

-- exhibition Team Sprint (Free) race planned for Feb. 8; should be a lot of fun for participants & an excellent learning opportunity for the race committee

-- purchased 100 new V-boards from Inter-mtn with surplus from Destination BC grant

McBike Family Day Sunday, February 16/25

-- still looking for key volunteer to take this on & organize an even better event

-- if no one comes forward, will just run the event as in the past few years with a few volunteers to help Jill & Peter Krause from McBike outfit skiers with gear

-- SkiSkool gear will be used for children & McBike will have their rental fleet available for free

Wetzin'kwa Loppet Saturday, March 15

-- planning underway by race committee

**Sarah S. & Adrianne:** NSDP (emailed Jan. 24)

**Rabbits**

* Started up January 100 participants; program running smoothly
* Tara set up her own parent sign-up and is monitoring that
* 15 coaches; 13 have completed all requirements; 1 is in the process and 1 has a ‘bye’ -
* CCBC Rabbits toques have arrived
* Rabbits Coaches had a training session with Andrea Jan 19
* Have made a Rabbits sign up option to the Chris Dahlie, including a free relay only option and a lunch
* Purchased a drill and alpine bit to help with Rabbit sign installation

**ADP**

* Group of ADP athletes and coaches off to Ottawa this week for second half of the Nakkertok exchange
* first race of the BC Cup series happened last weekend in Revelstoke - great showing by BV Nordic athletes
* U16 and up athletes will be heading to Western’s in Kimberley next weekend
* Parents organized BV Nordic hoodies, first order arrived and there will be another order if anyone else is interested
* CCBC Buffs have arrived for TA and U14

**Masters Drop In**

* Adult Coaches had a training session with Andrea Jan 19.

**Coaches**

* Jan. 19 – Andrea’s ‘Coach the Coaches’ course included Adult Ski, Ski S’Kool and Rabbit coaches. - 15 people attended.  Great clinic.
* Planning to have four coaches L2T Certified in advance of BC Winter Games 2026. CCBC invigilator coming from PG, potentially Feb 22
* Nov. 28-30, 2025 – Community Coaching - Confirmed

**Ski S’kool**

* Awarded the BVCF grant for $6500 - Denise will attend awards ceremony Feb 18
* 12 coaches (2 not committed); 9 have all requirements; 1 in the process
* Ski Skool Coaches had a training session with Andrea Jan 19
* 21 classes signed up (last year we had 21), a few holes for coach spots…

**Handbook and NSDP Policy updates**

* Adrianne, Andrea and Sarah made some small revisions to the Handbook and ADP Race Travel Policy.  Changes specify that athletes needing a chaperone that isn’t the head coach at races, head coach always gets their own room, only non flouro wax, etc. Released this new version to parents and coaches last week.

**Anne:** Secretary (emailed Jan 20; membership report sent by Susan K. Jan 20)

I submitted our Partnership Agreement Engagement Summary to Rec. Sites & Trails.

Also, to get that long-standing action item off our plate, I contacted Jan to see if he recalled what was meant by "expectations" wrt sponsorships as reported last spring.  I have copied his response below.

From Jan:  *I dont think that I came up with the “expectations” wording, but I believe it means what terms have we set up for the sponsors. We have an agreement with our current local sponsors to pay $1000 per year, for three years. That gives them;*

* *their logo on two larger metal signs in very visual areas*
* *their logo in our newsletters once per month*

*It would be great to find a person that is willing to talk to, contact and meet with our current sponsors and re-establish the terms. Id say it would take about 10-20 min per sponsor twice per year.*

**2025 01 27 Membership Report**

1. BVCCSC Members TOTAL: **1246** (This may be down a couple if people have received are refund (i.e. health). This is not included in the Zone 4 report.)

Adult 1020

Youth 80

Child 54

Undesignated 57\*

No Pass 35

\*\*This could be children, youth, or adult … no designation in report.

2) Ticket Revenue

 12 01 23 Deposit: $1514

 Adult: 95

 Youth: 5

 Child: 6

 Reciprocal: Snow Valley, 7: Caledonia, 1

 Gift Cards: 2

 \*PLUS $65

 \*MINUS $23

 Plus/Minus: +$50

24 01 16 Deposit: $886

Adult: 57

Youth: 4

Child: 6

Reciprocal: Snow Valley, 2: Caledonia, 3

Gift Cards: 2

Plus: $55

Minus: $23

Plus/Minus: +$32

**Joanne:** (no report)

**3) Action Items from Previous Meeting**

* *Aurora to clarify with Jan about possible “expectations” - done by Anne*
* *Sarah N. to send letter to parents - done*
* *Steve to ask grant-writing volunteers if will administer fundraiser - done*
* *Anne to write letter to complainant and target owner - done*
* *Anne to send Sarah N. Operations Director job description - done*
* *Jan and Jen to ask ICBC about PB insurance on road crossing – not done*
* *Tabled: Director vacancies: President, Treasurer – prior to next season*
* *Tabled: free season’s passes for groomers*

**4) New/Continuing Business**

1. Draft Trail Plan
* Reviewed draft plan with focus on highlighted discussion points for board decisions:
* Abandon full upper demo forest loop; replace with some loop that inclues the west antler; specific option not chosen
* Reason for significant grading on wild dog, perimeter and hilltop is that they are hard on machinery in their present state; earlier skiing is a bonus
* Berminator – occasionally groom with snowmobile until new training trails are available; PB can’t go there; hard on equipment
* Board agrees with priorities in trail improvement section above and to support work through fundraising and budgeting
* Playground – board supports inclusion in the trail plan; cannot move forward without a champion who has the capacity and skill to “lead” the project; currently we are not in a place to be able to apply for grants, both as we are lacking the champion, and we need a more detailed plan and budget.
* Adventure Trail – wildfire crew could work on phase 2 this summer
* Top dog and revised Pine Creek access – good person has offered to lead on top dog; package together
* Competition/training trails – proceed with Phase 2; further discussions about specific details can be held in future
* Future possibilities: keep list

***Action Item: Steve and Kevin to incorporate comments and present board with final trail plan for approval***

1. Reserve targets
* Continue to put $15K/year into tracksetter replacement fund
* Target $50K for infrastructure fund
* Other reserve funds exist

***Action Item: Adrianne to check on limits to reserve funds allowed for gaming grant***

1. Email Votes
* Limit whenever possible to issues covered at meetings
* In case of urgency, if the above is not possible, use zoom meeting
1. Sponsorships
* Support BCGEU offer
* No need for sponsorship/grants coordinator to be board member (can be if want)

***Action Item: Anne to write solicitation for coordinator for newsletter***

***Action Item: Anne to write to Miller to accept BCGEU offer***

1. Signing Authority

Steve moves that the club request Edward Jones to remove Stephen Osborn and Jennifer Chapman and add Ali Howard and Joanne Reid as authorized board members for Edward Jones account 20812125. Also, if technically practical, Sarah Hagen and Stephen Osborn should be granted view-only access to account statements; Anne seconds. Approved

Meeting adjourned 21:10

Next meeting: Feb. 24