

Bulkley Valley Cross Country Ski Club  
Minutes of Executive Board Meeting  
Smithers Art Gallery  
June 19, 2013

Attendees – Andrea Scarth, Brant Dahlie, Dave Pellow, Larry McCulloch, Rosemary Barnewall, Kirsteen Laing, Jevan, Lea-Marie Bowe-Lyon, Sue Pearce, Jill Krause. Jill O’Neill, Ken Eng (recorder).

Agenda approved as changed with addition of item 6, Insurance coverage.

Motion to appoint Larry McCulloch, Lea-Marie Bowes-Lyon and Jevan Hanchard to Board M/S/C

**1. Review of Roles and Responsibilities for BVCCSC**

Chair	Jill O’Neill
Vice-Chair	Ken Eng
Secretary	Vacant
Treasurer	Rosemary Barnewall
Membership Services	Jill Krause
Athlete Development committees, coordinators, etc.)	Larry McCulloch (to rework responsibilities,
Biathlon	Lea-Marie Bowes-Lyon
Backcountry	Dave Pellow
Grants	Andrea Scarth (to rework responsibilities)
Area, Lodge, and Community Forest	Brant Dahlie
Lodge	Brant, Kevin Kriese, Walter Bucher
Community Forest	Brant, Jevan
Promotion/Member Services	Sue Pearce
Race Events	Ken Eng

Directors will send updates to Andrea for updating the Roles and Responsibilities.

- 2. Correspondence** – Only bills and invoices.
- 3. Minutes** M/S/C

#### **4. Reports**

Memberships – no report (Liz Osborn is responsible for registration)

Promotions – Sue would like information for events before start of ski season to be able to promote properly. Sue would like to organize a ski kick-off event (suggested that it be held the weekend before the discounted pass deadline). Website development is continuing. Larry commented on the importance of this position. Dave commented that the club needs more social events.

Lodge and Area – Broken light in parking lot. The interior of Lodge has been painted by Dennis Courtliff and Dave Bustard. Some of trails will be developed by Wetzin'kwa. Possible new road to Seymour Ridge area.

NSDP – Rabbits, Masters, Athletes, Biathlon. Fund-raising is independent. Part of fund-raising has been for capital as well as for ADP athletes.

Summer program for senior skiers is happening this year. Tried to hire Lisa Perry as summer coach but she decided to quit and developed self-directed plans for athletes.

Jill O'Neill, Liz Holdyk, Alex Wood were Coach Management Team members but the team will need to be re-worked as Alex is unable to devote as much time as he had previously.

Rabbits – no report.

Backcountry – Starr Creek needs to be moved or passed along to another organization due to avalanche issue.

Grants – Gaming grant application has been applied. An application for Agri-Canada was applied for the underpass project. Jen Hegan has passed along other ideas for grant opportunities for the underpass project.

Financial – Rosemary is the Board contact for Kirsteen.

#### **5. Summer work to be done.**

Brushing – we have one tractor that can mow some of the trails but other areas are too wet and need to be hand brushed.

Telkwa Rangers can do tree falling.

#### **6. Insurance coverage.**

The club's liability insurance is provided by CCBC as well as director's liability. Property insurance is provided through BV Insurance.

Min. of Forest provides additional liability insurance.

Due diligence for the club is to have anyone using a chain saw on the trails to have taken a course on using a chain saw before working on the trails.

Meeting adjourned 7:22 p.m.