

Executive Meeting December 4, 2014

Attendance:

Jevin Hanch
Erin Mazurek
Lea-Marie Bowes-Lyon
Leslie-Jean MacMillan
Rosemary Barnewall
Walter

- **Motion** by Rosemary second by Lea-Marie to approve meetings minutes from November 6, 2014
- **Motion** by Erin to adopt Agenda, second by Wally
- **Action Item:** Erin to look into cloud space to storage club documents
- **Next meeting to review policy for publishing meeting minutes**

Chair Report

- new snow machines are on the trails and working
- coaches (biathlon and regular racing) and ski school director have been trained on their use
- emergency numbers have been posted by the phone in the lodge
- incident report forms are with the first aid kits on the trails and in the first aid room
- lodge phone number is written on the bottom of the phone
- will follow up with BC Ambulance on procedure bringing EMS responder to location of injured skier
- has submitted newsletter article
- Head Coach remuneration policy has been circulated to board

Officer Reports

1. **Financial Report-** Rosemary
 - The club's portion of the underpass project is \$10,000 over budget
 - The reason is that we underestimated the cost of the concrete blocks and shipping
 - Want to find new money to pay off the debt from grants or fundraiser rather than take from general funds
 - **Action Item:** Daryl to speak with Steven Howard and Rosemary about options
2. **Lodge –** Walter
 - Still working on exhaust system
 - Signage to be put up in the wax hut that no rags or paper towels to be put in garbage can due to combustible
 - **Action item:** review rental policy with respect to cleaning and suggestions for reducing administrative work in the rental
3. **Area-** Jevin
 - communication bulletin to be sent out to membership for logging planned for this year
 - **Action Item:** everyone to review communication bulletin about logging and respond to Jevin with comments
 - There is currently no internet at the lodge or at the caretakers cabin. This is an issue because we can't monitor the weather to know whether to cancel rabbits sessions
 - **Action Item:** Jevin will look into internet options at the lodge and cost
 - Current tracksetting contract up for renewal and/or switch to an employee position

- **Action Item:** Jevin to speak with Sue about contract options she explored last year and to bring a tracksetting policy
 - **Motion by Walter, second by LJ** to enter into a fixed term interim contract with Brandt Dahlie until January 15, 2015 for \$25/hour until we figure out terms of a permanent contract for the rest of the year
 - Agreement with Rec Sites and Trails renewed for additional 10 year
4. **Racing-** Lea-Marie
- Still looking for more race chiefs for all the races scheduled this year
 - Hope to get more race chiefs through Officials Course which is scheduled for December 13, 2014
 - Kathy Fraser has organized school program again this year, just barely enough coaches. It is unlikely to be sustainable unless we get more coaches
 - Would like to see snow in the underpass
5. **NSDP Coordinator-** LJ
- Has come up with roles and responsibilities for all board positions
 - **Action Item:** LJ to circulate role to board members for comments, ask everyone to come to board meeting with their own position description at next meeting
 - Investigate having a paid administrator
 - Snow camp successful
 - Rabbits and masters to start in the new year
 - Credit Union wants to sponsor Chris Dahlie
 - Rabbits wants ski holder for rentals
 - Rabbits program wants a terrain park
 - should have driver's abstracts for any events where club is offering a ride as part of a program
6. **Communications** – Sue
- Will put an ad/notice in the paper announcing that the Nordic Club is open and Christmas two week option
 - Deadline for receiving articles for newsletter is next week. Hope to have newsletter distributed and posted on Friday December 12, 2014
 - Due to there no longer being internet, the weather feed on the website no longer works
 - Spirit of the Mountains festival (Jan 24-Feb 1): Someone mentioned this will be the same as Buchfink Lodge Day - so for our participation I propose we do the following:
 - Buchfink Lodge day (Jan 24? 25?), as usual which includes:
 - Spot ski
 - Hot chocolate/apple cider/Coffee and snacks provided by the board
 - General meet & greet with board, members, public, etc
 - ski for free day - Should this be the same as Buchfink Lodge day?

Old Business

New Business

7. **Head Coach Remuneration Policy:** any final comments to be submitted to Daryl and then the board to make a decision whether to implement policy

Summary Adjournment

- Next meeting January 8, 2014