

# **Bulkley Valley Cross Country Ski Club - Board Meeting**

November 30, 2016 - Alpenhorn meeting room

## **Board members**

Present: Daryl Wilson, Kara Przeczek, Jill Krause, James Cuell, Steve Osborn

Absent: Sara Belanger

Guest: Lisa Perry

Meeting started at 7:10 pm

## **1) Minutes of last regular meeting**

**MOTION** by Daryl that the October 6 meeting minutes be accepted as drafted and posted on [bvnordic.ca](http://bvnordic.ca). Motion accepted

## **2) Ski S’Kool**

Lisa proposes that Ski S’Kool coupon be given to parents of kids to engage them. Daryl moves that the club adopt the Ski S’Kool coupon for the 2016-2017 season as proposed by Lisa. Second by James. Carried.

## **3) Coach’s Report**

Lisa report: Cleaned up the lodge locker and will in the wax room add a poster board for each group photos and a white board for coach messages. Reviving the glassed-in display with volunteer info. Google calendar on website.

## **4) Directors reports**

### **a) President and Nordic Centre – Daryl (via email)**

- I have been working on grant for LED lights for trails, need to send Erik Lilles info on energy cost of existing lights, and bulb replacement and price of new LED lights and cost to run.
- Logging plan in community forest and around trails
- Mapping with Peter Tweedie, meeting this week
- Trail grooming Satellite tracking and posting on website and phone app
- Safety snow machine demo with coaches, ski school and setting up signs directing people where to find it.

Discussion about automated trail grooming reporting system. Cost is reasonable (about \$1000 per year) but our budget shows no money to spare this year. Consensus that it would be a worthwhile service to members but we should not go ahead with it unless we find funding for it.

### **b) Membership – Jill**

By email (Registrar’s Nov 30n report also emailed)

- Season pass sales to Nov 28/15 is 267
- Season pass sales to Nov 28/16 is 314
- No day ticket sales to report because we aren’t open yet.

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c) **NSDP** – James

- Working with Lisa on program direction with focus on the coaches
- Rabbits still needs coaches and may need to restrict registrations until more coaches
- Ski S’Kool doing well with better structure from Lisa.
- Big trip to Vernon NORAMs for some kids and Canmore for Biathlon

d) **Communications** – Sara (absent)

Emailed report:

- I received communication turnover information from Sue (Thank you Sue)
- Emailing Valerie Laub regarding first newsletter of the season
  - items to be included - BC Club Challenge
    - Early Bird Registration
    - Lists of up coming events in Dec/Jan
- Hoping to set up a meeting with Steve and Daryl for next week to go over expectations in more detail

e) **Treasurer/Financial** – Kara

i. **Financials to Nov 29 emailed**

- Budget vs Actual
- Transaction detail
- Directors to review and give feedback to Kara

ii. **Grant applications**

- Canada 150 application was unsuccessful. Don’t know what local projects received fundinbg.
- NDIT grant application submitted. Irene Ronalds worked with Nellie Davis of RDBN. Needs board resolution.
- Gas tax funding application is underway for conversion of trail lights to LED. (see President’s report above.)

The following resolution was circulated and voted on by email on December 1, 2016:

**Motion** by Steve Osborn that the Bulkley Valley Cross Country Ski Club submit an application to NDIT for \$15,000 towards the Buchfink Lodge Upgrade project; and, that the Club commit \$3,677 to complete the project.

Resolution passed by a majority of the board responding by email.

f) **Secretary** – Steve

- Steve won’t be submitting reports. Agenda, Minutes, and club policies and other document changes are effectively the secretary’s report.

### **5) Other Business**

Events – Women’s clinic and advanced clinic

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### 6) Dates for next meetings

Alpenhorn meeting room booked 6:30 – 9:00 pm on the first Thursday each month:

- January 5
- February 2
- March 2
- April 6
- May 4

Meeting adjourned approximately 9:00 pm

<b>Action</b>	<b>Status</b> <i>Tasks will be removed after appearing in one set of minutes as completed.</i>
<b>Finances</b>	
In preparing the next budget, the <b>board</b> should consider how the board can best support high performance athlete development within the club. (context: cancelled travel funding policy)	James will consider ideas for the board to consider.
<b>Steve</b> will work with James to ensure the revised Financial Management Policy covers the new NSDP structure and then send the revision to the directors for review and voting.	outstanding
<b>Strategic Planning</b>	
<b>Léa-Marie</b> and <b>Daryl</b> will help <b>Steve</b> edit and complete a draft strategic plan for the board to review. (mid-July)	Put on hold pending priority work on finances etc.
<b>NSDP</b>	
<b>James/Leslie-Jean</b> will look into providing direction/support for School Program, (possibly ask Head Coach to develop learning outcomes and coach guidance. Note that the board wants to see more structure/guidance for the coaches.)	Completed. Lisa provided structure for Ski S’Kool
<b>NSDP</b> will develop a policy on membership fees for coaches who are not buying season passes. Board decision may be needed depending on who pays.	
<b>Nordic Centre</b>	
<b>Daryl</b> will look into safety communication options for tractor and track setter	
<b>Daryl</b> will look into whether our liability insurance applies to lodge rentals.	Completed. Lodge is covered for rental use.

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<b>Steve</b> will draft the revised lodge rental policy to set the single day fee at \$150 and consider options for not-for-profit	
<b>Daryl</b> will get kitchen forms and sanitation plans done and posted before April 16	??
<b>Daryl/Steve</b> will look at Whitehorse grooming policy/information as an example for tracksetting priorities	
<b>Daryl</b> is working with Peter at Tyhee Forestry on updating trail maps and developing a proposal for trail naming, brochure and signage.	Ongoing
<b>Daryl</b> is working with Erik Lilles on LED light conversion proposal	

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