

## Bulkley Valley Cross Country Ski Club - Board Meeting

February 9, 2017 – Gary Murdoch Wax Hut

### Board members

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

Guest: Irene Ronalds

Meeting started at 7:00 pm

### 1) Minutes of last regular meeting

**MOTION** by Daryl that the January 5 meeting minutes be accepted as drafted and posted on bvnordic.ca. Motion approved.

### 2) Directors reports

#### a) **President and Nordic Centre** – Daryl (emailed Feb 1, 2017)

- I have started a committee with some of the old guard of the club to name and finish the mapping of trails
- I am in the process of changing our Lodge manager Walter has agreed to set down and Wally has agreed to step up
- Changed names on the BV Wholesale account so others can get items for programs
- Signatures changes to the bank
- Trail maintenance for next year has been dealt with and Kevin Kriese, Brant, Steve Howard and myself will hatch a plan

#### b) **Membership** – Jill (emailed Feb 1, 2017)

Registrar's Feb 8 report attached.

2015-16

Members 597

Ticket booth to the end of January \$5269.35

2016-17

Members 533

Ticket booth to the end of January \$5681.90

Lately there have been some issues with ticket booth staffing. Athletes parents not showing up and unfortunately most have been in the morning so that messes the afternoon up because there is no cash box already there. Bill Price ended up covering for someone on Sunday afternoon and he doesn't even have any kids in the program anymore!

Jen Plummer sent out an e-mail on Monday to racer parents about this issue and reminded them that this was a fund raiser for them (racers) and the Club (and them) lose money when they miss shifts. She re-sent the schedule and duties as well. So hopefully this will get cleared up.

I would have expected the ticket booth amount to be much larger because generally when Season pass sales are down, ticket sales are up. But I guess the weather for January has not been very good either.... Very cold or raining.

*Draft prepared Feb 16, 2017*

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c) **NSDP** – James (emailed Feb 1, 2017)

Not much to report for NSDP. Chugging along, managing issues around weather. The cold days in January dropped our school program numbers, for example.

Strong turnouts from the ADP to races. 37 racers at Burns Lake last week, 11 racers at BC Champs the week before. Did I say I haven't been home for three straight weeks and counting :).

Irene is starting work on the gaming grant. This year we will be broadening the scope of the grant to include other club support services (e.g. Tracksetting) and possibly capital improvements. She has already been in touch with Kara to work on the budget requirements.

Ski boosters will be looking to transition responsibilities to a new generation of leaders and program support. Both Jen and LJ are contributing in other significant ways.

d) **Secretary** – Steve (emailed with agenda Feb 7, 2017)

Jen Plummer stepped forward to be Chief of Competition for the Feb 12 Teck Northern Cup and Mark Gillis agreed to be Chief of Results so I have been assisting them with planning and preparations.

Irene Ronalds is continuing to do great work on some grant applications and I have been providing advice and support with the primary focus being getting funding for the roofing and ceiling projects.

I finally made headway on some policy revisions and sent out updated draft policies for Lodge Rentals and Financial Management. Still need to address some feedback I received.

I am attempting to track the various projects that are being worked on or discussed. These are outside normal operations so they seem to warrant separate tracking of what is proposed, who is leading it, the board contact and funding sources.

The following resolution was sent out on Jan 21 for a board vote by email.

In favour: Steve, Jill, Sara, Kara and James. No response from Daryl. Motion passed by majority.

**MOTION** by Steve Osborn, Club Secretary: Be it resolved that the Bulkley Valley Cross Country Ski Club authorize the following changes to the online access of the Club's accounts at the Bulkley Valley Credit Union:

- Remove Kirsteen Laing from having online access
- Allow Kara Przeczek and Brenda Zantingh to have online access for viewing
- Allow Kara Przeczek to have single-person authority to make online CRA payments

The following resolution was out on Jan 21 for a board vote by email.

In favour: Steve, Jill, Sara, Kara and James. No response from Daryl. Motion passed by majority.

**MOTION:** Steve moves that the board of the Bulkley Valley Cross Country Ski Club agrees that the following are club events hosted by the club for participation by club members and the

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public. This list is in addition to program activities that are targeted to members and holders of day passes.

Date	Event	Organizer
October 28, 2016	<b>Ski swap</b>	Debbie Turton
December 10, 2016	<b>Snowflake Social</b>	Daryl Wilson
December 17, 2016	<b>Santa's Workshop</b>	Lea-Marie Bowes-Lyon
January 2, 2017	<b>BV Biathlon Competition</b>	Peter Tweedie
January 15, 2017	<b>Tour de Soup</b>	Marlene Thimer
January 29, 2017	<b>Women's XC Ski Clinic</b>	Nellie Dow
February 5, 2017	<b>Welcome Day</b>	Tenley Dahlie
February 12, 2017	<b>Teck N Cup XC race</b>	Jennifer Plummer
March 11, 2017	<b>Wetzin'Kwa Loppet</b>	Jennifer Plummer

### e) Treasurer/Financial – Kara

Financials to Jan 30 emailed Jan 30

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

Kara will be away February 20 to March 23. Jill will take over treasurer's duties until Kara returns.

Kara asked Jill to write all the necessary cheques, but not to worry about coding to budgets. I will sort that all out upon my return. This means that Brenda will not have much information to produce the financial update beyond expenses that come in this week. Please keep that in mind when reviewing the February finances.

### f) Communications – Sara

- No report

## 3) Other Business

### a) Projects underway and proposed

Discussion of the status of various projects.

**MOTION:** Steve moves Daryl seconds that the club hire a project manager for the Trails Map and Signs project at a cost of \$2000. Motion approved.

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**MOTION:** Steve moves, Kara seconds that the club hire a project manager for the Roof project and allocate a budget of \$5000 for project management, materials for ventilation and related work. Motion approved.

- b) Grant games – opportunities and challenges  
Discussion of status of grant applications for roof project and trails projects.  
**ACTION:** Irene will pursue Gas tax grant for roofing, insulation and possibly assessment/design for LED conversion.
- c) Trail Naming Recommendations (attached)  
Board happy with proposal from Steve Howard. Delegate to Steve Howard and Peter Tweedie to finalize naming and implement.
- d) Dog Policy (consider recent incident)
  - o **ACTION:** Steve O will post current-but-not-yet-posted version of dog policy and post a reminder about the need to keep dogs under control and ask Sara to put in newsletter
  - o **ACTION:** Daryl will get some scoopers for the trails
- e) Financial Management Policy.  
James sent Steve further input. **ACTION:** Steve will revise and re-circulate to directors
- f) Lodge Rental Policy  
**MOTION:** Steve move and Kara second to approve the policy as amended. (Approved version attached)
- g) Volunteer Coordination  
**ACTION:** James will ask someone in NSDP to contact Alethia Perry regarding potential help with volunteer coordination but no immediate plan to change current volunteer approach.
- h) Advertising  
A realtor enquired about putting up a sign in the lodge and contributing to club. Board was not in favour of advertising in the lodge. Sponsorship recognition would be appropriate on the website. The proposed GPS grooming report is a candidate for commercial sponsorship.

#### 4) Dates for next meetings

first Thursday each month:

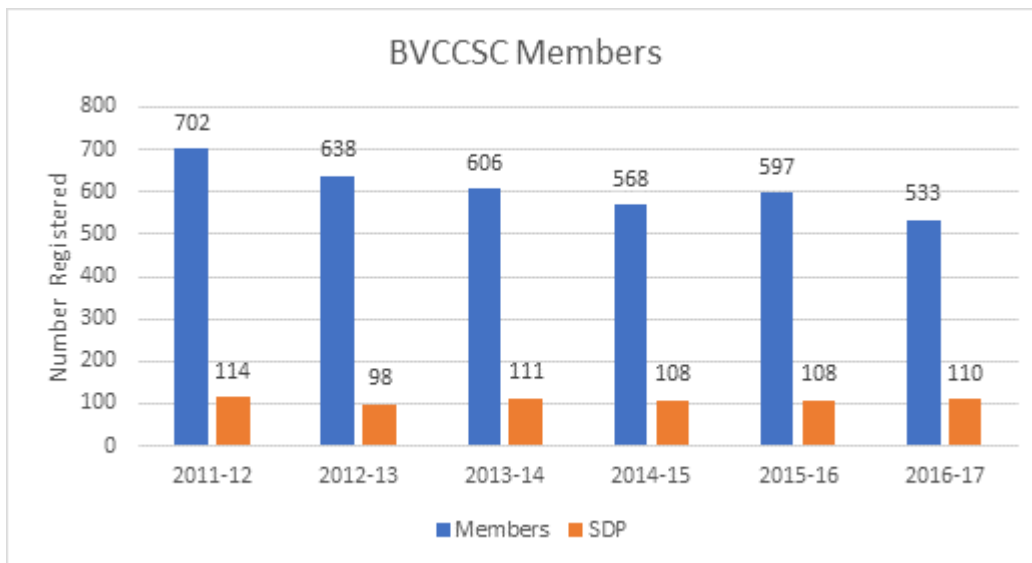
- March 2
- April 6
- May 4

Meeting adjourned approximately 9:00 pm

**From:** registrar@bvnordic.ca  
**Sent:** February 8, 2017 8:34 PM  
**To:** info@mcbike.ca; chair@bvnordic.ca; secretary@bvnordic.ca; 'Kara Przeczek'; jwcuell@gmail.com; 6bels.sb@gmail.com  
**Subject:** BVSC 2016-17 Registration Summary

Hi Skiers –

BVCCSC registration totals for the 2016-17 ski season:



SDP = Bunnies, Rabbits, Bantams, Midgets

<b>2016-17 BVSC Registration Totals</b>	
<b>BVCCSC Membership</b>	
Child (8 and under)	79
Youth (9 - 18)	62
Student (19 - 24)	8
Adult (19 & older)	384
<b>TOTAL Club members</b>	<b>533</b>
<b>Ski Passes</b>	
Child (8 and under)	62
Youth (9 - 18 years)	14
Adult (19 & older)	316
Family	30
<b>TOTAL Ski Passes</b>	<b>422</b>
<b>Skill Development</b>	

Bunnies (4 - 5 years)	26
Rabbits (6 - 10 years)	42
Extended Rabbits (7 - 10 years)	21
TOTAL Skill Development	<b>89</b>
<b>Athlete Development</b>	
Bantams (10 - 11 years)	11
Midgets (12 - 13)	3
Juvenile (14 - 15)	6
Junior (16 - 19)	4
Biathlon & Bantams (10 - 11)	3
Biathlon & Midgets (12 - 13)	4
Biathlon & Juvenile (14 - 15)	2
Biathlon & Junior (16 - 19)	0
Youth Biathlon	1
TOTAL Athlete Development	<b>34</b>
<b>Season Racing Fee</b>	
Age 12 - 13	5
Age 14 - 19	10
<b>Biathlon Rifle Rental</b>	
Age 12 and under	5
Age 13 and over	2
<b>Masters</b>	
Masters Skiing	2
Masters Biathlon	4
<b>Volunteers</b>	
Help on Race Days	69
Help Organize Races	7
Help Run Special Events	29
Organize Ski Clinics	3
Coach at Ski Clinics	12
Help on Work Bees	105
Maintain Buildings	16
Fundraise	9
Club Communications	7

Liz  
BVSSCS Registrar

**From:** Stephen Howard <steve586howard@gmail.com>  
**Sent:** February 7, 2017 11:10 AM  
**To:** Info@mcbike.ca; Peter Tweedie; Kevin Kriese; Brant Dahlie; cjcreid@gmail.com; Debbie; Steve Osborn; Daryl Wilson  
**Subject:** Trail names meeting  
**Attachments:** bxctrailmap feb 6.pdf; bxctrailnamesFeb 6 2017.pdf

Hi all:

Attached are a sketch and accompanying name roll incorporating the results of last night's meeting. Let me know if I missed anything.

Minutes of the meeting:

Meeting called to order at 7:30.

The philosophy of trail naming was discussed. It was agreed that:

1. Naming trails after individuals should be avoided.
2. Existing and recognized names should be used where possible.
3. The confusion of trails near the yellow gate on the lower lit trail (now Broadway) should be avoided by designating the whole area as "the Hub".
4. The best solution for Hound Heaven and for the Goldeneye Lake loop was to allow small sections of trail to share names, for example part of Hound Heaven will also be called the Pine Creek 10 Km.
5. Small connectors will be labelled as connectors and named if it helps identify them, such as "Harvest Connector"

For mapping purposes several ideas were adopted:

1. Routes that included several trails would be designated on the mapping brochure so that people could follow a route appropriate to their skill and fitness levels. Signage should support these routes.
2. Trails will be colour coded for difficulty.
3. Consultation with government and with national cross country standards literature will be needed prior to finalizing sign and map designs.

The names proposed for trails were reviewed and decisions are summarized in the attached documents.

A short discussion of next steps followed. The results of this meeting will be taken to the executive with their approval mapping chores will be initiated by Peter Tweedie. He will do the technical part of the mapping and final polishing for public presentation brochures will be contracted to others. Funding will likely be available through the Ministry. It was hoped that signage could be installed this summer. Kevin Kriese will coordinate sign placement when the time comes.

























Meeting was adjourned about 9:30.

Cheers all

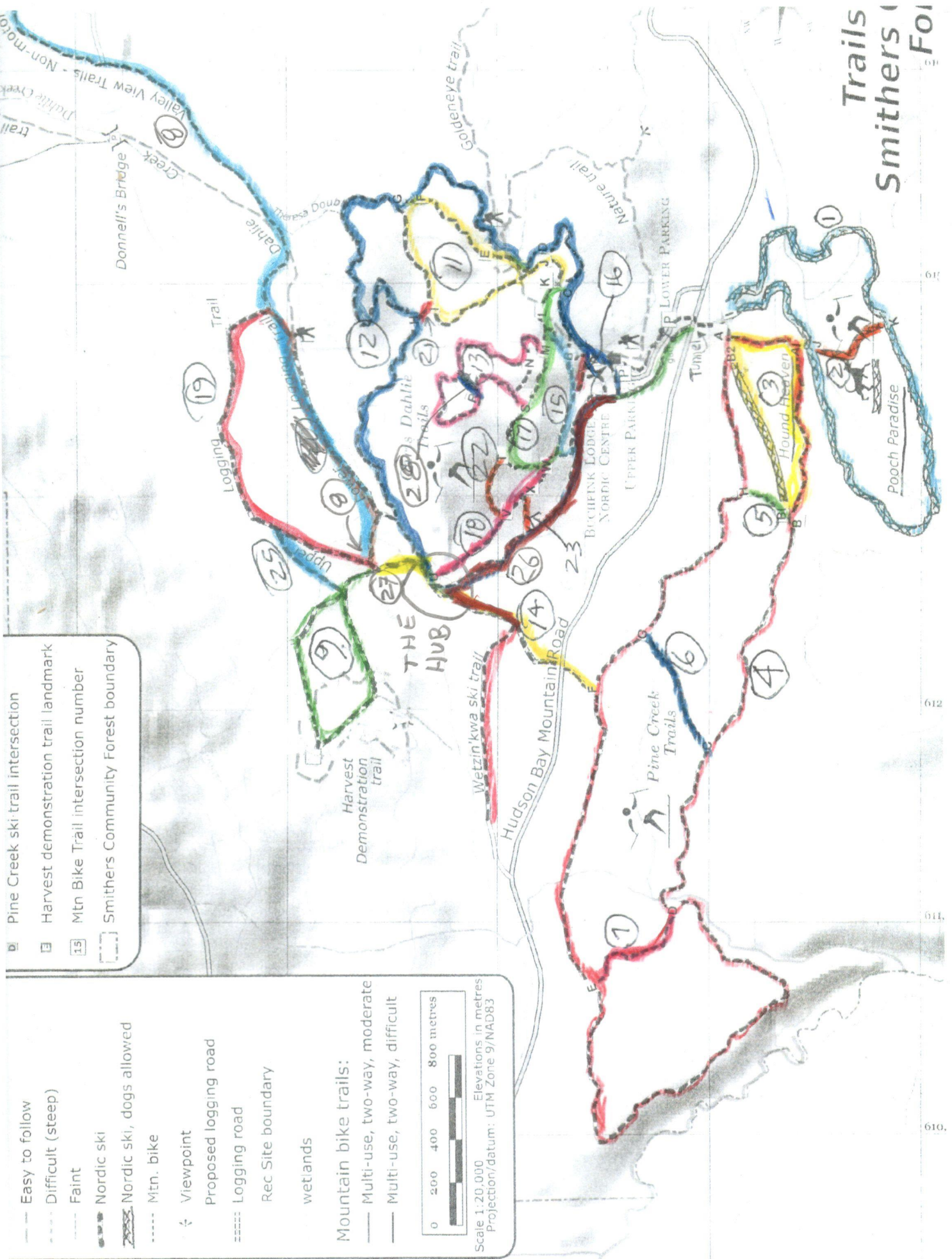
Stephen Howard

# TRAIL NAMES

Feb 7 '17

- 1  Pooch PARADISE
- 2  THE PUP
- 3  HOUND HEAVEN
- 4  PINE CREEK 10 KM
- 5  2.5 KM CUT-OFF
- 6  5 KM CUT-OFF
- 7  7.5 KM CUT-OFF
- 8  VALLEY VIEW
- 9  DEMO FOREST LOOP
- 10  WETZIN'KWA TRAIL
- 11  GOLDEN EYE LAKE LOOP
- 12  PERIMETER TRAIL
- 13  HILLTOP LOOP
- 14  WEST? CONNECTOR
- 15  SNAKE HILL
- 16  0,75 KM
- 17  NORTHERN LIGHTS
- 18  DOWN AND OUT
- 19  UPPER LOGGING TRAIL
- 20
- 21  CONNECTOR
- 22  GAMES TRAIL
- 23  X-Y CONNECTOR
- 24  TUNNEL CONNECTOR
- 25  BOB'S BOOGIE
- 26  BROADWAY
- 27  HARVEST CONNECTOR
- 28  SHORT CUT





- Pine Creek ski trail intersection
- Harvest demonstration trail landmark
- 15 Mtn Bike Trail intersection number
- Smithers Community Forest boundary

- Easy to follow
  - - - Difficult (steep)
  - - - Faint
  - Nordic ski
  - Nordic ski, dogs allowed
  - Mtn. bike
  - ⚡ Viewpoint
  - ==== Proposed logging road
  - ==== Logging road
  - Rec Site boundary
  - wetlands
- Mountain bike trails:**
- Multi-use, two-way, moderate
  - Multi-use, two-way, difficult
- 0 200 400 600 800 metres
- Scale 1:20,000 Elevations in metres  
Projection/datum: UTM Zone 9/NAD83

# Trails (Foil) Smithers

610  
611  
612



## Lodge Rental Policy

This policy of the Bulkley Valley Cross Country Ski Club (BVCCSC or the Club) has been approved by the BVCCSC Board of Directors (Board) on February 9, 2017. It replaces the Lodge Rental and Group Day Pass Policy dated April 1, 2008.

### I. Introduction

The Buchfink Lodge is used by Club members and day pass holders who are participating in the activities and programs that the Club offers. In addition to providing a place to prepare for skiing, the lodge serves as a wonderful place to relax, warm-up, eat lunch and socialize.

This policy addresses requests to rent the lodge for the purposes of social gatherings, meetings, company parties, etc.

### II. Purpose

The purpose of this policy is to provide guidance for determining when the Buchfink Lodge may be rented to groups in a manner that doesn't unreasonably impact other club users, and to provide direction for appropriate rental fees.

### III. Availability

**Pre-Ski Season:** From September to October work-bees, construction projects and other club activities will be the priority and so the lodge will not be available for rent.

**Ski Season:** To promote the sport of cross country skiing, the Club may consider renting the lodge to large groups who will use the lodge for a social gathering/potluck in conjunction with skiing. Rental will not preclude other member's use of the lodge during regular hours.

**Off Season:** During this period, the lodge may be available to large groups for appropriate day use or evening social events or special gatherings at the discretion of the Director responsible for the Nordic Centre or their designate. However, lodge/area projects, maintenance and club activities will take priority over rentals.

The Director responsible for the Nordic Centre, or their designate, may refuse to rent to a group if they are not completely satisfied that the arrangement is in the club's best interest.



#### **IV. General Rules**

- A representative from the BVCCSC will open the gate and lodge if necessary and make sure everything is working as it needs to, or make prior arrangements with the renter.
- Use of kitchen and washrooms is included in the rental.
- The renters must clean dishes, kitchen counters, tables and, if needed vacuum the floor of the lodge.
- Bathrooms must be left clean.
- Garbage from the group must be taken away when finished.

#### **V. Lodge Rental Fees**

Groups of 20 people or larger who have been accepted as renters must pay the following fees to the club:

- Single full day use: \$150
- Only evening use: \$100

**Damage Deposit:** A deposit of \$300 is required for all rentals. Money from the deposit may be used to cover the cost of any repairs and/or clean up required as a result of renting group's actions.