

Bulkley Valley Cross Country Ski Club - Board Meeting

October 5, 2017 – Forestry Building, Smithers

Board members

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

Absent: Jill Krause

Meeting started at approximately 6:40 pm

1) Minutes of last regular meeting

Minutes from May 4 meeting have been on the website but were not reviewed at this meeting.

ACTION: At the next board meeting, the Board will review and approve minutes from May 4 and Oct 5 meetings.

2) Directors reports

a) President and Nordic Centre – Daryl (emailed Oct 4, 2017)

- Busy summer season for our club:
- Working on new floors for lodge and Biathlon hut
- Trail clearing
- New equipment for early season prep
- Logging around the trails
- Fixing problem areas on Pine Creek
- Ceiling upgrades in lodge
- New roof system on lodge
- Nominating committee for AGM
- Questions for directors who is staying and who is moving on

Discussion: Daryl spoke to Sara who says she will continue volunteering but will step down as a director. Daryl, Jill, Kara, James and Steve are willing to continue.

Daryl has some names for the nominating committee and received additional suggestions.

ACTION: Daryl will recruit 3 people for the committee and will give them a tight timeline, well before the December AGM. Kara will purchase three \$30 coffee cards for the committee to use for recruitment discussions.

Daryl suggested future directors serve 2 years before re-election. **ACTION:** Steve will propose an AGM resolution for a bylaw change.

SUGGESTION: Ideally, directors and key positions should have standard operating procedures for key duties.

Daryl requested that in future, Director should continue to email reports prior to the meeting but won't need to be discussed unless there are questions.

b) Membership – Jill (Oct 4 Jill emailed report & Liz emailed draft online registration form)

- Registration looks good, I like the “how often do you ski with a dog”, the big comfy couch question and BC punch pass info (with picture) should be self-explanatory for people.

Draft prepared October 24, 2017

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- Reciprocal agreement with Hudson Bay Mtn is in place again. Our season pass holders will receive 10% a full day pass at HBMA and their season pass holders will receive \$1.00 off a BVCCSC day pass. All season pass holders must have their season pass with them at time of purchase.
- In the Spring I compared the membership lists from last year and the year before and know who didn't get a season pass last year but had the previous year. The comparison from last year to 2 years ago I hadn't gotten done and will not be able to do that in the near future. [Steve replied that 1 year comparison should be enough. Loretta will hopefully be able to do the mail-outs.]
- I will most likely not be able to be at the ski-swap and Liz/Steve will be away. Kara, will you be able to be there again this year? Anyone else? The membership table will need people with computers to sign up returning members and also people to sign up first-time members on paper. Returning members will only be able to pay by credit card and first-time members will only be able to pay with cash or cheque at the Swap. (no exceptions). If they don't pay that night they will have to sign up online and pay full price by credit card. Last year Liz and I were still chasing people in Jan/Feb and some never did pay and we lost the money the Club had to pay to CCBC). The reason first timers have to use paper and pay cash/cheque is because Zone 4 is not/can't be set up for the first-time discount and Liz will have to enter them in herself through the "back door" of Zone 4.
- I will approach Calderwoods again soon to see if they are interested in sponsoring our Season pass laminating for \$200.00 again this year, but I haven't done that yet.

ACTION: Kara will help at registration table at Nov 10 Ski Swap

Board provided feedback on draft registration form.

Directors expressed appreciation for Registrar's efforts and professionalism in getting registration online

CCBC's Membership Challenge was briefly discussed. No additional efforts at this time.

c) **NSDP** – James (emailed Oct 5)

- work is just starting on getting the systems in place for the season. Coaches identified, dates for the different activities, etc
- athlete numbers appear similar to last year
- thanks to Liz, our registration is nearly complete
- modest increase in athlete fees this year to help cover the NSDP deficit. Still significant work to improve our sustainability.
- ski boosters is now Jen Plummer and Shannon Pearce.
- improving volunteer communication and spreading out volunteer commitments will be a focus.
- Lisa has a second part time job this year that includes encouraging winter sport, healthy living through sport, and cross country skiing. The main community she will be working with is Moricetown. Her partner, will be working with communities west of there. As a result, she may not be attending as many out of town races.

ACTION: James will send an updated list of coaches to Daryl so that he can ensure all criminal record checks are completed.

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d) Secretary – Steve (emailed Oct 4)

- One of the things I've been doing is serving as a guinea pig for some G Suite tools set up by Ben Forsyth. One of the coolest things about these email lists (called Groups) is that they use our bvnordic.ca domain rather than gmail.com.
- I am also experimenting with having club files on the Google Drive available for our bvnordic.ca G Suite account.
- We now have an unlimited number of email accounts available and each one comes with 30 GB of storage. There are lots of cool features so there are good reasons for all directors to have one. However, we are trying to set up email lists and access to key documents so they can still be used by those using their own personal email addresses.
- Another thing I've been doing is working on year-end finances and a draft format for our budget. Luckily Kara doesn't seem to mind my meddling and I seem to have an unhealthy interest in making sense of accounting principles (but unfortunately very imperfect accounting knowledge).
- I have a finger into most of the projects underway but only enough to try to understand what the project is, the source of funds & attached strings and who's doing what. The success of the projects is 99% due to the amazing skills & efforts of the project managers and enabled by the grant writing done by Irene and Kevin and by the financial payments and bookkeeping of Kara and Brenda.
- One very administrative task on my to do list is the transition to the new Societies Act. It is really very simple but there is an opportunity to consolidate and update our bylaws if we pass some resolutions at our AGM before making the transition. I'll be discussing this more with the board soon.

Discussion: December 8, 2017 was selected for our Annual General Meeting, at the lodge.

e) Treasurer/Financial – Kara

Steve circulated draft year-end books with proposed fund transfers and a draft budget. At the meeting, directors discussed details including fund transfers and the budgets for Events, Members and Nordic Centre. Directors generally accepted the proposed financials and agreed that we should engage Edmison Mehr to review the year-end and provide direction on how to administer fund transfers.

ACTIONS: Steve will incorporate feedback from the meeting plus additional input from Biathlon to produce working copies of year-end for last fiscal (FY2017) and budget for this fiscal (2018).

FOLLOWUP: Steve emailed the board on Oct 7 and received support from the majority for the following motion and actions:

MOTION: Steve Osborn moves that the board:

- adopt the financial statements in the attached spreadsheets (files: *BVXCS 2017June30 prelim year end and fund transfers -2017Oct7.xlsx* and *Club Budget FY2018 DRAFT 2017Oct07.xlsx*) as our working financials until receiving relevant reports and advice from an accountant

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- engage Edmison Mehr Chartered Professional Accountants to review the club's financial statements for the year ended June 30, 2017 and provide advice on how to implement fund transfers, etc. with completion in advance of mid-November for distribution with our notice of the December 8 AGM.

The following actions will be required:

ACTION: Steve will contact Brian Edmison requesting that his company review our FY2017 financials and provide advice on how to implement fund transfers etc. arising out of the FY2016 and FY2017 reviews. Steve will serve as the primary contact for the review, although Brian will also need to work with Brenda regarding book keeping data.

ACTION: Kara will notify Brenda that Edmison Mehr will be contacting her for our financial data and may be providing direction on how to implement fund transfers, etc. Kara will also ask Brenda to enter data from the attached FY2018 Budget into QuickBooks for this year's finances.

ACTION: Steve will provide a copy of the adopted budget to Liz (Registrar) and **Liz** will develop Zone4 remittance reports to guide Brenda on the allocation of registration income to club programs.

3) Other Business

a) Tracksetter opportunity

Brant informed the board that there is a used snowcat available locally. The board reviewed the information about the machine and recognized it was worth considering. We discuss the opportunity after reviewing our finances. We have enough money in our tracksetter restricted fund but not enough to pay for the trackpad attachments that would be required. Looking at the budget for the coming year, it is looking like a possible deficit and no additional money to put toward a tracksetter. Ideally, we should have a strategic plan for our tracksetter equipment so we would know whether we are needing a replacement or addition and if we have two machines, where they would be stored. We would also be better prepared to respond to funding opportunities.

ACTION: Daryl will talk to Brant and see if the tracksetting crew has recommendations for the board.

4) Dates for next meetings

- Thursday Nov 2, 2017 6:30 at Forestry office board room
- Thursday Nov 30, 2017 6:30 at Forestry office
- Friday Dec 8, AGM at Buchfinck Lodge

Meeting adjourned approximately 9:15 pm

Draft prepared October 24, 2017

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**The Bulkley Valley Cross Country Ski Club
Profit & Loss Actual by program**

Fiscal Year 2017: July 2016 through June 2017

Data from QuickBooks as of Sep 19 with edits & fund transfers proposed to Oct 7, 2017

	Events	Membership	Nordic Centre	Athlete Development (NSDP)	NSDP Support (NSDP)	Biathlon Program (NSDP)	Masters Drop-in (NSDP)	Rabbits Program (NSDP)	Ski S'Kool Program (NSDP)	Total NSDP	TOTAL
	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17	Jul '16 - Jun 17
Ordinary Income/Expense											
Income											
Bank interest			787.34								787.34
Caretaker utilities											
Equip./bldg. rentals/sales			2,077.16	200.00		1,327.06		142.86		1,669.92	3,747.08
Fees											
Biathlon						645.00				645.00	645.00
Camps				1,972.00						1,972.00	1,972.00
Day tickets			15,058.28								15,058.28
Program	670.00	5,676.21		7,510.00		1,400.00	530.00	4,381.00	7,063.00	20,884.00	27,230.21
Season's passes			45,675.25								45,675.25
Teck N Cup 3	735.00										735.00
Wetzin'Kwa Loppet	2,388.00										2,388.00
Women's Clinic	3,160.00										3,160.00
Total Fees	6,953.00	5,676.21	60,733.53	9,482.00		2,045.00	530.00	4,381.00	7,063.00	23,501.00	96,863.74
Fundraising	167.00				2,963.50	8,474.00				11,437.50	11,604.50
Grants											
Gaming					19,500.00					19,500.00	19,500.00
Other			35,918.50								35,918.50
Total Grants			35,918.50		19,500.00					19,500.00	55,418.50
Other					954.75					954.75	954.75
Sponsors											
Other	90.50	15.00									105.50
Wellness					5,000.00					5,000.00	5,000.00
Sponsors - Other			300.00								300.00
Total Sponsors	90.50	15.00	300.00		5,000.00					5,000.00	5,405.50
Total Income	7,210.50	5,691.21	99,816.53	9,682.00	28,418.25	11,846.06	530.00	4,523.86	7,063.00	62,063.17	174,781.41
Expense											
Accounting and bookkeeping		1,110.49	9,716.34								10,826.83
CCBC & SDP fees		831.00									831.00
Communications expense											
Equipment/rifle/ammo purchases						7,762.64				7,762.64	7,762.64
Events											

	Events	Membership	Nordic Centre	Athlete Development (NSDP)	NSDP Support (NSDP)	Biathlon Program (NSDP)	Masters Drop-in (NSDP)	Rabbits Program (NSDP)	Ski S'Kool Program (NSDP)	Total NSDP	TOTAL
AGM		140.75									140.75
Biathlon	211.22										211.22
Camps				1,138.62						1,138.62	1,138.62
Other	795.67										795.67
Socials	102.25										102.25
Teck N Cup 3	714.65				-249.00					-249.00	465.65
Wetzin'Kwa Loppet	1,774.67				-1,162.00					-1,162.00	612.67
Women's clinic	2,914.50										2,914.50
Total Events	6,512.96	140.75		1,138.62	-1,411.00					-272.38	6,381.33
Fundraising costs					1,037.47	1,670.40				2,707.87	2,707.87
Insurance			5,114.00								5,114.00
Licences, permits, fees		40.00	81.82			258.00				258.00	379.82
Loppet fees from programs											
Maintenance											
Buildings			2,704.91								2,704.91
Equipment			1,495.30		78.93	353.94				432.87	1,928.17
Tracksetter			8,598.81								8,598.81
Trails and area			2,033.39								2,033.39
Total Maintenance			14,832.41		78.93	353.94				432.87	15,265.28
Operation											
Fuel			4,302.93								4,302.93
Head coach - expenses					4,992.50					4,992.50	4,992.50
Honorariums								4,805.00		4,805.00	4,805.00
Payroll Expenses		216.99	3,147.67		3,092.28					3,092.28	6,456.94
Supplies	11.56	574.97	1,467.17		337.69	251.02	419.05	841.07		1,848.83	3,902.53
Ticket booth staffing			1,710.00	-1,710.00						-1,710.00	
Training - other					3,450.00					3,450.00	3,450.00
Travel - waxing					1,792.35					1,792.35	1,792.35
Volunteer appreciation		86.73			987.11			1,050.00		2,037.11	2,123.84
Wages			8,616.37		35,100.00					35,100.00	43,716.37
Waxes					7,289.72					7,289.72	7,289.72
Total Operation	11.56	878.69	19,244.14	-1,710.00	57,041.65	251.02	419.05	1,891.07	4,805.00	62,697.79	82,832.18
Projects											
Lodge Interior			10,353.13								10,353.13
Lodge roofing			21,760.42								21,760.42
Terrain park			4,520.00								4,520.00
Total Projects			36,633.55								36,633.55
Telephone and internet		129.36	1,373.76								1,503.12

	Events	Membership	Nordic Centre	Athlete Development (NSDP)	NSDP Support (NSDP)	Biathlon Program (NSDP)	Masters Drop-in (NSDP)	Rabbits Program (NSDP)	Ski S'Kool Program (NSDP)	Total NSDP	TOTAL
Utilities			4,925.85								4,925.85
Total Expense	6,524.52	3,130.29	91,921.87	-571.38	56,747.05	10,296.00	419.05	1,891.07	4,805.00	73,586.79	175,163.47
Net Ordinary Income	685.98	2,560.92	7,894.66	10,253.38	-28,328.80	1,550.06	110.95	2,632.79	2,258.00	-11,523.62	-382.06
Other Income/Expense											
Other Expense											
Suspense											
Total Other Expense											
Net Other Income											
Net Income	685.98	2,560.92	7,894.66	10,253.38	-28,328.80	1,550.06	110.95	2,632.79	2,258.00	-11,523.62	-382.06
Notes	1	1	2	3	3, 4, 5	5				6	

NOTES:

- 1: Events Income/fundraising (\$167) and most of Income/Program (\$670) was probably intended for NSDP Support. However, Membership's CCBC/SDP expense (\$831) was probably mostly NSDP expense. The two numbers roughly balance the effect on NSDP so the Board was OK with leaving as is.
- 2: Nordic Centre's target income should ideally be enough to support \$15,000 into tracksetter fund plus \$10,000 into Building fund
- 3: negative expenses reflect a "payment" within the club for lunches provided by ski boosters.
- 4: NSDP Support is a separate program in FY2017 books but can be combined with ADP in summarized FY2017 year-end financial statement. FY2018 budget and books will combine under ADP
- 5: In the books but omitted here, Income/Internal/Deferred from prior year shows \$3500 for NSDP Support and \$1500 for Biathlon. These amounts are part of \$5000 Coaching Reserve Fund. The books will need corrections with input by the accountant (not a bookkeeper error):
- 6: NSDP programs seek to balance as a whole. Deficits for NSDP as whole after fund transfers can be supported by transfers from the NSDP reserve fund.
- 7: Tracksetter reserve contribution amount (below) is based on the need to leave enough "in the bank" to make up for previously unsupported reserve commitments. (See calculation of money available to support funds in funds tab.) Accounting advice needed on how to implement this balancing in the books.

Reserve Fund Transfers

	Events	Membership	Nordic Centre	Athlete Development (NSDP)	NSDP Support (NSDP)	Biathlon Program (NSDP)	Masters Drop-in (NSDP)	Rabbits Program (NSDP)	Ski S'Kool Program (NSDP)	Total NSDP	TOTAL
Contribution to Reserves											
Tracksetter (internally restricted)			-11,000.00								-11,000.00
Infrastructure (intgernally restricted)											
Biathlon (unrestricted)						-3,050.00				-3,050.00	-3,050.00
Disbursement from Reserves											
Member Area (fully use for terrain park & trails in FY2017)			5,708.00								5,708.00
NSDP (unrestricted)					9,573.00					9,573.00	9,573.00
Coaching				3,500.00		1,500.00				5,000.00	5,000.00
Program balance after reserve fund transfers	685.98	2,560.92	2,602.66	13,753.38	-18,755.80	0.06	110.95	2,632.79	2,258.00	-0.62	5,848.94
Notes			7								

Statement of FY2017 Reserve Funds and Changes to Reserve Fund Balances

Discussed at Oct 5, 2017 board meeting but not yet implemented in QuickBooks

Fund:	Tracksetter	Infrastructure	NSDP	Biathlon	Coaching	Member Area	Memorial		
Balance beginning of year see 2016 review statement	\$46,657	\$15,020	\$25,000	\$0	\$5,000	\$5,708	0		
Contributions to Reserves From operating fund	\$11,000	\$0		\$3,050			\$251		
Disbursements from reserves To operating fund			-\$9,573		-\$5,000	-\$5,708			
Transfers between reserve funds none									
Balance end of year	\$57,657	\$15,020	\$15,427	\$3,050	\$0	\$0	\$251		\$91,405
			1		2	3	4		

Notes

- 1: Rename ADP Reserve as NSDP Reserve (unrestricted)
- 2: Coaching fund created in FY2016 (corrections to books still needed?) from Van fund to extend coaching season in FY2017.
- 3: Member Area Reserve created in FY2016 (corrections to books still needed?) from Van fund for terrain park and trail improvements in FY2017
- 4: Memorial is a new reserve fund to track money donated in memory of Einar Blix and Gary Murdoch and remaining in bank account #502.

Determination of funds available for Reserves - data from June 30, 2017 Balance Sheet (19/09/17)

Bank accounts	\$44,060.67
Term deposits	\$88,573.80
Accounts receivable	\$52.60
Total Assets excluding Fixed Assets	<u>\$132,687.07</u>

Accounts payable	-\$29.36
GST payable	-\$1,752.23
Payroll liabilities	-\$8.47
WCB payable	\$499.83
Deferred income - gaming	\$22,500.00
Deferred income - BC Grant	\$20,000.00
Total liabilities excluding reserve funds	<u>\$41,209.77</u>

Available for reserve funds	\$91,477.30
Total reserves (from above statement)	\$91,405.19

Unsupported reserves	\$0.00
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The Bulkley Valley Cross Country Ski Club

DRAFT Budget for FY2018 (July 2017 - June 2018) with Actual data from FY2017

Discussed at Oct 5, 2017 board meeting plus subsequent edits to Oct 7

	Events		Membership		Nordic Centre		Athlete Development (NSDP)		Biathlon Program (NSDP)		Rabbits Program (NSDP)		Ski S'Kool Program (NSDP)		Total NSDP		TOTAL	
	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017
Income																		
Bank interest					1,500	787									0	0	1,500	787
Caretaker utilities					1,000										0	0	1,000	0
Deferred income																		
Equip./bldg. rentals/sales					1,000	2,077		200	2,700	1,327		143			2,700	1,670	3,700	3,747
Fees																		
Camps								1,972							0	1,972	0	1,972
Day tickets					15,000	15,058									0	0	15,000	15,058
Masters' Drop-in	500	530													0	0		
Program		670	6,000	5,676			8,250	7,510	1,400	2,045	5,000	4,381	7,000	7,063	21,650	20,999	27,650	27,345
Season passes					45,000	45,675									0	0	45,000	45,675
Teck N Cup 3	700	735													0	0	700	735
Wetzin'Kwa Loppet	2,400	2,388													0	0	2,400	2,388
Women's Clinic	3,000	3,160													0	0	3,000	3,160
Total Fees	6,600	7,483	6,000	5,676	60,000	60,734	8,250	9,482	1,400	2,045	5,000	4,381	7,000	7,063	21,650	22,971	94,250	96,864
Fundraising		167					3,000	2,964	2,400	8,474					5,400	11,438	5,400	11,605
Grants																		
BC Grant (deferred income)					20,000	6,000									0	0	20,000	6,000
Gaming (deferred income)							22,500	19,500							22,500	19,500	22,500	19,500
Gas Tax					5,000	19,919									0	0	5,000	19,919
Via Sport							1,900								1,900	0	1,900	0
Wetzin'Kwa Com For					10,000	5,000									0	0	10,000	5,000
RSTBC					5,000	5,000									0	0	5,000	5,000
Other															0	0	0	0
Total Grants	0	0	0	0	40,000	35,919	24,400	19,500	0	0	0	0	0	0	24,400	19,500	64,400	55,419
Other								955							0	955	0	955
Sponsors																		
Other		91		15		300									0	0	0	406
Wellness							5,000	5,000							5,000	5,000	5,000	5,000
Total Sponsors	0	91	0	15	0	300	5,000	5,000	0	0	0	0	0	0	5,000	5,000	5,000	5,406
Total Income	6,600	7,741	6,000	5,691	103,500	99,817	40,650	38,100	6,500	11,846	5,000	4,524	7,000	7,063	59,150	61,533	175,250	174,782
Expense																		
Accounting and bookkeeping			1,500	1,110	6,000	9,716									0	0	7,500	10,827
CCBC & SDP fees				831							1,200				1,200	0	1,200	831
Communications expense			2,500				250				250				500	0	3,000	0
Events																		
AGM			500	141											0	0	500	141
Camps								1,139							0	1,139	0	1,139

	Events		Membership		Nordic Centre		Athlete Development (NSDP)		Biathlon Program (NSDP)		Rabbits Program (NSDP)		Ski S'Kool Program (NSDP)		Total NSDP		TOTAL	
	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017
Master's Drop-in	500	419													0	0	500	419
Other		796													0	0	0	796
Regional Biathlon	250	211													0	0	250	211
Socials	500	102													0	0	500	102
Teck N Cup 3	600	715					-250	-249							-250	-249	350	466
Wetzin'Kwa Loppet	1,800	1,775					-1,000	-1,162							-1,000	-1,162	800	613
Women's clinic	1,200	2,915						0							0	0	1,200	2,915
Total Events	4,850	6,932	500	141	0	0	-1,250	-272	0	0	0	0	0	0	-1,250	-272	4,100	6,800
Fundraising costs							0	500	1,800	1,670					2,300	2,708	2,300	2,708
Insurance					5,400	5,114									0	0	5,400	5,114
Licences, permits, fees				40	150	82			300	258					300	258	450	380
Maintenance																		
Buildings					2,000	2,705									0	0	2,000	2,705
Equipment					1,500	1,495		79	500	354					500	433	2,000	1,928
Tracksetter					10,000	8,599									0	0	10,000	8,599
Trails and area					6,000	2,033					0				0	0	6,000	2,033
Total Maintenance	0	0	0	0	19,500	14,832	0	79	500	354	0	0	0	0	500	433	20,000	15,265
Operation																		
Ammo									2,000	7,763					2,000	7,763	2,000	7,763
Equipment/parts purchases	500														0	0	500	0
Fuel					8,000 ??	4,303									0	0	8,000	4,303
Head coach - expenses							3,500	4,993	0						3,500	4,993	3,500	4,993
Honorariums													5,000	4,805	5,000	4,805	5,000	4,805
Payroll Expenses				217	3,200	3,148	3,200	3,092							3,200	3,092	6,400	6,457
Supplies		12	700	575	1,500	1,467	1,000	338	500	251	1,000	841	500		3,000	1,430	5,200	3,483
Ticket booth staffing					2,000	1,710	-2,000	-1,710							-2,000	-1,710	0	0
Training - other							3,000	3,450	0						3,000	3,450	3,000	3,450
Travel - waxing							1,200	1,792	200						1,400	1,792	1,400	1,792
Volunteer appreciation			500	87			1,000	987	200		1,000	1,050			2,200	2,037	2,700	2,124
Wages					12,000	8,616	36,000	35,100							36,000	35,100	48,000	43,716
Waxes							3,000	7,290							3,000	7,290	3,000	7,290
Total Operation	500	12	1,200	879	26,700	19,244	49,900	55,332	2,900	8,014	2,000	1,891	5,500	4,805	60,300	70,042	88,700	90,176
Projects																		
Lodge interior					13,200	10,353									0	0	13,200	10,353
Lodge kitchen					8,000 ??										0	0	8,000	0
Lodge roofing					0	21,760									0	0	0	21,760
Terrain park					0	4,520									0	0	0	4,520
Trail improvements					10,000										0	0	10,000	0
Trail signs and maps					10,000										0	0	10,000	0
Total Projects	0	0	0	0	41,200	36,634	0	0	0	0	0	0	0	0	0	0	41,200	36,634
Telephone and internet			130	129	1,450	1,374									0	0	1,580	1,503
Utilities					5,000	4,926									0	0	5,000	4,926

	Events		Membership		Nordic Centre		Athlete Development (NSDP)		Biathlon Program (NSDP)		Rabbits Program (NSDP)		Ski S'Kool Program (NSDP)		Total NSDP		TOTAL	
	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017	Budget	FY 2017
	Total Expense	5,350	6,944	5,830	3,130	130,400	91,922	49,400	56,176	7,800	10,296	3,450	1,891	5,500	4,805	66,150	73,168	207,730
Net Income	1,250	797	170	2,561	-26,900	7,895	-8,750	-18,075	-1,300	1,550	1,550	2,633	1,500	2,258	-7,000	-11,635	-32,480	-382

Reserve Fund Transfers (PROJECTED)

Contribution to Reserves (negative in context of operational program funds)

Tracksetter (internally restricted)															0	0	0	-11,000
Infrastructure (internally restricted)					0	0									0	0	0	0
Biathlon (unrestricted)										-3,050					0	-3,050	0	-3,050

Disbursement from Reserves (positive in context of operational programs)

Biathlon (unrestricted)									1,300						1,300	0	1,300	0
Coaching (liquidated in FY 2017)							3,500		1,500						0	5,000	0	5,000
Infrastructure (internally restricted)					15,000										0	0	15,000	0
Member Area (liquidated in FY2017)						5,708									0	0	0	5,708
NSDP (unrestricted)							5,700	9,573							5,700	9,573	5,700	9,573
Tracksetter (if no other funds available)					10,480										0	0	10,480	0
Program balance after reserve transfers	1,250	797	170	2,561	-1,420	2,603	-3,050	-5,002	0	0	1,550	2,633	1,500	2,258	0	-112	0	5,849

Note: movement of Masters Drop-in from NSDP to Events creates discrepancies in FY2017 totals compared to year-end statement.

PROJECTED Statement of FY2018 Reserve Funds

Projection based on FY2018 Budget. Actual fund transfers will not be done until the end of FY2018 after that actual surplus is known.

Fund:	Tracksetter	Infrastructure	NSDP	Biathlon	Coaching	Member Area	Memorial		
Balance beginning of FY 2017	\$57,657	\$15,020	\$15,427	\$3,050	\$0	\$0	251		
Contributions to Reserves									
From operating fund									
Disbursements from reserves									
To operating fund	-\$10,480	-\$15,020	-\$5,700	-\$1,300					
Transfers between reserve funds									
none									
Balance end of year	\$47,177	\$0	\$9,727	\$1,750	\$0	\$0	\$251		\$58,905
			1		2	3	4		

Notes

- 1: NSDP Reserve (unrestricted), previously named Athlete Development Program Reserve
- 2: Coaching fund created in FY2016 (corrections to books still needed?) from Van fund to extend coaching season in FY2017.
- 3: Member Area Reserve created in FY2016 (corrections to books still needed?) from Van fund for terrain park and trail improvements in FY2017
- 4: Memorial created at end of FY2017 to track money donated in memory of Einar Blix and Gary Murdoch and remaining in bank account #502.