

Bulkley Valley Cross Country Ski Club - Board Meeting

June 11, 2018 – Roadhouse Restaurant, Smithers

TEMPORARY NOTE: The minutes include some highlighted statements that were not known at the meeting (e.g. NSDP updated data added to the spreadsheet after the meeting. Some of the Fee options needed adjusting to reflect our budget decisions like increased tracksetter maintenance)

James and Kara OK'd minutes.

Board members

Present: Daryl Wilson, James Cuell, Steve Osborn, Kara Przewczek, Anne Harfenist, Ben Forsyth ,
Jill Krause

Absent: no one

Meeting started at approximately 6:15 pm

1) Minutes of Last Meeting

Minutes from May 29, 2018 meeting reviewed

MOTION: Daryl moved that the minutes from the May 29, 2018 board meeting be accepted as written and posted on the bvnordic.ca website. Motion approved.

Action item: Steve will post minutes on the website. [Posted June 25, 2018)

2) Directors Reports

Ben says Gladys obtained approvals for people in photo Tourism Smithers will use in CCBC ad.

Daryl says three lodge rentals booked for June. Caretaker has contact info.

Steve gave update on Woodshed, hopefully will be constructed this month. Costs to club may be less than \$1000 due to support from Rec Sites and Trails and possible grant from Wetzin'Kwa.

Budget Meeting Agenda Items

DRAFTING NOTE: *Blue highlighted text concerns information that came to light after the June 11 meeting and after the budget spreadsheet was updated on June 12 and so it is subject to directors' review and comment as requested in Steve's June 12 email.*

3) Review and discuss this fiscal year's accounts

- Went through most major revenue and expense items. NSDP is looking like it will have a small surplus this year and is expecting a balanced budget for next year without having to transfer money out of their reserve fund.
- Agreed to account for event lunches differently next year; for this year, the supplementary information in the program reports is considered sufficient.

4) Decide on any transfers for FY2018

- As budgeted in FY2018, \$20,000 will be transferred from Member/Area reserve into Other Income in FY2018. The \$20,000 was from BC Gov unrestricted funds received in FY2017 and was budgeted for projects in FY2018.
- The following project money not yet spent will be transferred into Member/Area reserve to fund FY2019 projects: All \$77,954 of Rural Div grant (none spent in FY2018); \$1921 unspent

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from club's FY2018 commitment to Rural Div project; \$1105 Comfy couch fund not yet spent.

- The surplus within the Biathlon program (currently estimated at \$2386) will be transferred to the Biathlon reserve fund for future Biathlon projects such as a roof for targets.
- To the extent there is a surplus within NSDP excluding Biathlon, (NSDP surplus currently estimated at \$4445) that amount will be transferred to the ADP reserve fund for use by NSDP as needed in the future.

5) Review draft budgets for NSDP, Nordic Centre, Events and Membership

- Board discussions resulted in several revisions to the draft budget, including increasing Tracksetter maintenance to \$15,000
- Decided to delay going after machine shed grant(s).
- Discussion re applying for funding from BV Foundation: not done to date because requires charitable status and timing is inconvenient (mid-ski season^[AH1]).

[AH1]Was there an action on this? Ben mentioned that Caledonia uses Sons of Norway as a vehicle through which to pass funds. Someone mentioned that Gladys might know what other sports clubs do. Someone mentioned that Bill Price was active in soccer and maybe they have dealt with this.

6) Decide on fee changes and budget implications

- MOTION by Anne, seconded by Kara that season pass does not increase this year (other than embedding Zone 4 registration fees) and that day passes increase to adult \$15, youth \$10. Carried
- MOTION: Steve, 2nd Daryl further to previous board discussions, drop Family category of Family Season Pass, Reduce Youth Season pass to \$40, and drop Student category of membership fee. Carried

ACTION: Steve will discuss the fee changes with Recreation Sites and Trails and seek approval.

7) Evaluate our financial status and strategize how to address any issues

- MOTION by Anne, seconded by Steve: Nordic Centre deficit for FY2018 (deficit currently estimated at \$8600) should be addressed through transfer of surplus from Events and Membership to Nordic Centre plus reduce the Buildings reserve by enough to eliminate the final deficit. Carried
- After the above transfer, the Nordic Centre's net income after transfers will be near 0 which means that there are insufficient funds available to add to our restricted funds. The club's target for the tracksetter fund is \$15,000 per year and the buildings fund is \$10,000 per year.
- The budget for FY2019 includes a 50% increase in day ticket fees however, our expectation is that the increased day ticket price is likely to increased season pass revenue and have an

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uncertain impact on total day ticket revenue. The FY2019 budget only has projected surplus for a nominal (\$5000) contribution to the tracksetter fund and nothing for the building fund.

ACTIONS: Kara will work with Brenda to update our financials after fiscal year end (June 30) then Steve will assist Kara and Brenda in making the transfers referred to in these notes. If any transfer is affected by a significant variance from the data considered on June 11-12, the board will be asked to re-consider the transfer decision.

Dates for next meetings

- Thursday Sep 6 at Roadhouse 6:00 pm
- Thursday Oct 4 at Roadhouse
- Thursday Nov 1 at Roadhouse
- Thursday Dec 6 at Roadhouse

Meeting adjourned approximately 9:00 pm