

**Cariboo Ski-Touring Club
Minutes: January 14, 2014**

In Attendance: Peter van Leusden , Brian Black, Marilyn van Leusden, Amy Reid, John Redburn, Greg Strebel, Ron Watteyne, Bruce Self, Mike Alborn, Lee Morgan, Sunshine Borsato, Tony Jaffary, Kathy Jaffary, Jim Crellin, Holly Nelson, Vicki Esplen

Absent with Regrets: Chris Elden, Herb Chlebek, Paul Mednis,

Adopt agenda: M:Peter 2nd: Ron

Adoption of Minutes of November 5, 2013: M:Mike 2nd: Vicky

Treasurers Report:

See December 31, 2013 Bank Reconciliations & December 31, 2013 Year-to-date Revenue & Expenses Reports

Correspondence:

1. CSTC received the BC Property Assessment.
2. CSTC received criminal record check for Jillian Simpson.
3. Birchleg Loppet to be held February 1, 2014. Information and registration forms can be found online at www.wellsgrayoutdoorsclub.ca, at Facebook-wellsgrayoutdoorsclub.

1197 Barber Road Clearwater, BC V0E 1N1 (250) 674-2327
4. Holy Cow Loppet at Sun Peaks February 23, 2014

Old Business:

1. **Trail naming, practice hill**
It was suggested that we have a “Contest” to name the “New Hill”.
Action Item: Greg will send an email to members requesting names for a vote once the area is being utilized for lessons. **In progress**
2. **Marketing Plan**
Tania requested a meeting on October 1 to discuss developing a marketing plan for CSTC.
Action Item: Ron will try to set up a meeting with Tania, Vicki, Marilyn, Janet, Sunshine and Herb. **Still to do**
3. **CSTC Ski Swap:** Ron will talk to George Ryan about a combined ski swap for 2014.
4. **First Aid Supplies:**
John checked the First Aid kit in the Emergency toboggan and it is a stocked Level 1kit.
Action Item: John will check out the FA kit in the passenger door of the piston bully and he has put a second kit in the lodge basement.
5. **Skill Development Program: Jackrabbit/Track Attack**
Sunshine supplied information to Herb who has updated the CSTC website with Youth Program as a new tab on the LHS (left hand side) of the home page.

6. Signage

Action Item: John to follow up on signage for trail passes.
John has put up all the accessible Jack Rabbit signs.

In progress

7. Social – Holly

Action Item: Holly is working on a schedule for social events. The club meltdown social will take place Saturday March 15 with Friday night socials in February TBA.

8. Criminal Record Checks

Peter is keeping a list of people needing and getting checks done and which ones have been received by Lee.

Action Item: Marilyn, Sunshine and Chris will send Lee their list of volunteers who have been given the forms to fill out and submit.

9. Gift Certificates for day passes and ski rentals

Ron has ordered more ski tickets for day passes.

10. Lessons

Explore scholarship or sponsorship for low income kids.

Paul has contacted Big Brothers and Sisters about setting up an event. It is looking like 25 people, including 7-8 adults from the group will come to Hallis for free skiing and a bonfire. CSTC will supply the equipment and instructors for 2 hours on an agreed upon day. Saturday Feb 8, from 1-3 is being considered. Bruce will have a fire pit location ready for the day.

Action Item: Marilyn will set up 5 free lessons for each Elementary school ski camp.

11. Fundraising

Action Item: Brian will send a thank-you letter and complimentary ski passes to Allan Bieganski, CGA and general manager of the COOP for their \$500 fuel donation.

Brian is waiting on a reply to the letter he sent West Fraser asking them to fund new race bibs. Ron sent a thank-you letter and 8 complimentary ski passes to Dunkley for their generous donation of lumber to build the wood shed and mobility access ramp into the lodge.

12. Gratuities

Peter has given Rocky Peak a \$75 certificate for Granvilles for their continuing support of \CSTC, and HMC 2 cookie trays from Quesnel Bakery.

Action Item: Brian will also give ski passes to HMC for their continued support keeping our parking lot cleared.

13. Ginzugroomer

Brian has organized a photo of the ginzu groomer for the Community Foundation, but wants to get another with Roy in it for a newspaper article that Jonas will put together.

14. Shed

Action Item: Ron will check into installing a switch plug for the drain heater (above the work bench) before the next meeting

15. Memberships

Greg has trained Jill from the rental shop to put memberships on CCBC.

16. Open House

Action Item: Brian will send out an e-mail asking for feedback

>600 facebook hits, 232 guests including 151 non-members attended.

Guests were ushered in the parking lot by Doug, greeted by club President Brian and member Elaine, served up an amazing toonie breakfast thanks to Holly, Gina and a crew of chefs.

Lessons were provided by friendly top notch instructors Ron, Peter, Jim and Dougal.

125 pairs of skis (69 adults & 56 kids) and 8 sets of snowshoes were lent out by ultra-efficient Marilyn and her competent staff of 15.

8 people joined the snowshoe tour and 7 went along on the ski tour.

A more detailed account of the Open House will be included in next month's minutes.

New Business:

1. Sponsors

Action Item: Herb will gather sponsor information from Olive's spreadsheet and add them to the event on the CSTC website. Sunshine will send a website link to the sponsors

2. Loppet January 25, 2014 Vicki

Ron has done up posters and is advertising through CCBC and our website.

Marilyn is taking registrations on-line.

Vicki is coordinating volunteers.

Bliss is catering.

3. Winter Carnival – Saturday, February 1, 2014

Action Item: Brian will organize and enlist a number of club volunteers.

4. Kurta Range payment

Construction of the Kurta range cost \$1314.

\$770.00 was received in donations

\$544.00 was paid by the Kurta's

Motion: Peter moved that CSTC reimburse the Kurta's \$564.00 (\$20 extra for season's passes - \$5 x 4 passes purchased after the early deadline).

Seconded by Mike

Motion carried

5. PB backup for Caledonia Ski Club

CSTC will have our piston bully available for backup at the Biathlon Westerns Jan 31 – Feb 2 and the Western Canadian Championships in Prince George on Feb 13 -16. Brian is the CSTC contact person who is working with the Caledonia Nordics.

6. Gaming

CSTC received \$750 for community participation.

Action Item: Marilyn, Amy and Brian will meet to sort out the costs to be paid from the gaming grant.

7. Working Alone policy

CSTC WORK ALONE POLICY

Employees and volunteers regularly work alone in the rental shop and lodge. It is important that safety precautions are taken when people work late and lock up when there are no other people in the area. If at any time an employee or volunteer feels threatened when alone they should either go to the on-site family (Randy Stefan) and ask for help or lock themselves in the office and use the cell phone to call for help. Employees should check in every 4 hours. When leaving the building late people should:

- Visually check the area for anything out of the ordinary before leaving.
- Use your personal cell phone and call a partner or family member to let them know you are locking up and leaving.
- If you feel unsafe call and ask the on-site family for a walk to the parking lot.

Rachel Stefan Cell# 250-991-8064

Randy Stefan Cell # 250-983-9788

Email: randystefan@hotmail.com

Motion: Sunshine moved that we adopt the work alone policy.

Seconded by Mike

Motion carried.

8. First Aid

A first aid supply cupboard has been established down stairs containing blankets, flash light etc.

9. Purchase of supplies for courses

Action item: Peter will purchase a white board and flip chart paper for course presenters.

10. Trail Maps

Strong concern was voiced suggesting that the current maps are inadequate. John has volunteered with the help of Sunshine and others to rectify the situation.

11. Lodge Security:

Concerns were expressed that people occupying the lodge were delaying the closing and interfering with employee's instruction and responsibility to lock up. After considerable discussion it was decided that if someone in the group using the lodge had a key then they would become responsible for the security of the lodge and locking up. The employee would then note in her log who was taking charge of the lockup, time, date etc.

If no one is present that has a key and can take charge then those using the lodge are to leave. The employee will lock up placing any packs, articles of clothing outside for anyone returning from skiing.

Anyone taking responsibility for the lodge or opening it during unscheduled hours needs to be mindful that he or she is taking responsibility for the lodge and its contents. The person responsible should not leave the building open without being in the immediate vicinity.

Committee Reports:

1. Skill Development Program: Jackrabbit/Track Attack – Sunshine.

Skill Development Program - 86 kids or more now - 18 coaches – more hot chocolate and cookies supplies are needed.

We have had one free parent lesson with another coming up and a free wax clinic to encourage parents to get more involved. The program is halfway complete and most of supplies have been purchased (SDP materials). Nicole is the coaching coordinator now but we are still looking for a program coordinator to free Sunshine up for coaching.

2. Nordics / biathlon – Jim Crellin

The Hallis Lake Biathlon range was fully operational and well used in December.

Three practices were held at the range in December and three ski practices as well.

The first BC Cup race was scheduled for the Whistler Olympic Park (Callaghan Valley) on December 14-15, 2013, but was postponed due to lack of snow. It has been rescheduled for January 10-12 at WOP and at this time there is just adequate snow. Eldens, Rolls, Teetzens and Kurtas plan to attend.

Several of our athletes competed at the BC Winter Games trials in Prince George on Dec 29, 2013. Anni Kurta and Ryan Elden came first in their respective classes and have qualified to represent Zone 8 at the 2014 BCWG in Mission. Tristan Langan came 2nd in Jr Boys and Kyra Teetzen came 3rd in Sr Girls and one or both may also be selected. The final team list should be issued next week. Jared Hamelin and Maddison Roll placed 4th in their respective categories. Konrad Teetzen was 5th in Sr Boys.

January is a busy month for CSTC biathlon; BC Cup 1 this coming weekend, the IC-2 coaching course at Hallis Lake on January 18-19, Officials course in Prince George on January 25-26 and BC Cup 2/Western Canadian Championships in Prince George on January 31- Feb 2.

3. Membership – Greg

503 members, 135 not on last year's list.

4. Equipment – Mike

Despite the many heavy snows and the warm weather, we've been able to keep up the trails up to date. We had a problem with the hydraulics on the Pisten Bully, but that was traced to a loose hydraulic connection and corrected. No other problems to report.

Rubber Ducky had a mechanical problem that was repaired offsite.

Muskwa (the machine that pulls the Ginzu groomer) is running well, as is the groomer itself.

I've added an item to my summer TODO list to look into LED work lights for Muskwa and the Ginzu to make it possible to use the machine in the dark. Sometimes the weather is so marginal that the only time to go out grooming is early in the morning, before sunrise, and a skiing headlamp is inadequate for the task.

5. Backcountry – Bruce

Snow, snow, snow! 2+ M. at the Murray cabin.

The snow on the roof of the Murray cabin has broken the stove pipe brace and the front of the stove was lifted off the floor. Jim, Peter et al, shoveled the roof enough that the stove is back where it is supposed to be. A definitive repair is planned for the fall. The plan is to turn the stove 90 degrees and route the pipe up the front wall. This should avoid this issue.

Kate Sulis and party took 3 new foamies into Waverly. There are 2 more to go into Moncton if you know of anyone going in.

C&C Wood Products (George Paul) and Westroad Resources (Jim Kurta) have donated broken snowshoes for emergency use at the cabins.

Arnold Kilsby and I have repaired several pairs and we have taken one pair into Murray along with a replenishment of emergency food. There is a pair to go into Waverly & Moncton also.

6. Signs & Trails , Lit track – John

Signage

Repairs and updates have finally been completed except for two signs one on Route 45 and one on the North Marathon Loop both of which have been deferred to this spring.

I have contacted the Nordic ski club in Canmore regarding their signage but have not heard back as yet. The JR's have new rabbit signs.

Trails

Bush trail was measured twice and is ; 120 feet, 40 yards 38 meters or 1.88 chains. The choice of LED lights or motion activated lights needs to be finalized.

The edges of some of the narrower trails need to be brushed back as the recent snowfall has indicated. A late summer early fall mechanical brushing would be in order.

Leaners and bent over trees present a hazard to skiers and grooming operations a work party is planned for January 16

Snowshoes

2 pair of Men's and 2 pair of Ladies Flex snowshoes by Tubs were purchased from Rocky Peak.

Plans for January /Feb

A sign for directions to Wally's Way is going up adjacent to the parking lot. (completed)

First Aid Kits

Thanks to Sunshine

There are four kits, one in the rescue toboggan (level1), one in the rental office(level 1 with mask and airway), one in equipment shed (without mask and airway) and one in the PB (survival FAK)

Projects

Apparently the signage system and the large P signs have proved ineffective in at least one case. The current trail map needs improvements i.e. place names

Proposal; Review other clubs signage programs. Explore options for better maps and signage and have a proposal for the executive by April with an implementation target of Dec 1, 2014.

Mike Alford has already done some initial inquiries into creating an App with a trail map for the club. Signage and the final touches will be needed for the limited mobility trail with a target date of June 1, 2014

7. Social – Holly

8. 10 Mile Lake Committee – Peter/Paul

- Ginzu groomer has arrived, through Paul Mednis's hard work on the Parkland Recreation Commission
- Bert and Richie Sturt have been doing the grooming, with very good results.

- More snow shoers than skiers at the moment.
 - Ten Mile Lake Maintenance Report is overdue, and will be dealt with shortly
- The road into the park is in passable condition and trails can also be accessed via Parkland School.

9. 75 K Ski Challenge – Sunshine.

75k Challenge – starts as of pancake breakfast. Lots of prizes this year thanks to Olive including a coveted Wells ski club t-shirt donated by the wells club to get everyone excited to participate.

10. Guided Ski Tours– Sunshine.

Guided Ski Tours - 2 tours of the season off and going completing the 2.5 plus trail and canis lupus (5km) with steady Wednesdays booked until the meltdown. Forms are in the lodge and on line.

11. Lodge – Tony & Kathy Jaffary

The following Draft procedure for closing up lodge has been revised and a new version will be included in the next meeting:

- Ensure the washroom doors are closed and lights/fans are off. Check the heaters for the correct settings. Important to check that the toilets don't have water running inside them unnecessarily.
- Ensure the woodstove door is shut.
- Check that all doors are closed properly and that the back door, office and rental shop doors are locked.
- Turn off all the lights downstairs.
- Kitchen – ensure the fridge door is closed, the sink taps are off, the stove is off, the coffee makers and kettles are off.
- Fireplace doors are closed.
- Check the heat thermostat for the correct setting; it should be set at _____?.
- Check that the two upstairs exit doors are closed and secure.
- Turn off all lights – exterior lights are on timers.
- Exit thru the main entrance doors and lock the outside door with the key. Check that both doors are locked.

12. Lodge Rentals – Sunshine

Lodge - queries but no bookings until an August wedding

13. Email communications – Greg Introductory Waxing Session

Sunshine will provide basic instruction on waxing skis on Jan 13, 2014, Monday evening in conjunction with the Jackrabbits session at 6 p.m., in the lodge.

A second session will be scheduled later in the season.

Dougal Hines will provide skiing instruction for Jackrabbit/Bunny parents on Saturday Jan 18 This will be for classic technique. Meet in front of the big signboard map at 10:40.

14. Newsletter- Vicki

A newsletter is being prepared and will be circulated soon.

15. Publicity/ Adult Lessons- Ron

Open House

Posters are up

Emails sent out to all members, businesses, industry

Interview with Radio

Loppet

Posters printed

Will distribute them to out of town stores

Send this out to all BC clubs via email through CCBC

Will do an interview with Dale Taylor and Observer

Help from Lynn Simpson and Lee Morgan to put up posters

Ski Lessons

Classic lessons going well with full class most people had to rent equipment

Skate lessons will start on Friday Jan. 10

Need more instructors for Sat & Sunday lessons

Spoke with Bruce Bennet about coming down in Feb to put on a one day CANSI pre course

16. Youth Ski School and Hallis Lake Rental Shop- Marilyn

Jill Simpson is the new ski school coordinator and rental shop manager for the 2014 season.

Janet Allen has returned to work in the rental shop and Erin Dale is a prospective employee for part time work in the rental shop if needed.

Youth Ski School:

The 2014 season increased target numbers from 750 to 990 student days. The target has been met and exceeded and we now have 1164 student days of instruction this season. This means that we have 388 students registered from 8 schools: Kersley, Carson, Bouchie Lake, Nazko, Riverview, Voyageur, Baker, and North Cariboo Christian School.

We have several new coaches, which is excellent as we have 6 sessions that have 60 children attending and we will need many of the available coaches on those days.

Hallis Lake Rental Shop:

The lodge and rental shop are now open 7 days a week. This is in part to provide rentals but also to open the lodge up to membership on a daily basis and continue to grow out CSTC membership. Rentals have been very busy on the weekends, and Wednesday evening.

Weekdays there have been quite a few members using the Lodge, and generally at least a few rentals throughout the day.

Action Item: Rental staff to write up receipts for (skill development) parents.

17. Coaching- Peter

1. CC (Community Coaching) Hallis Lake, Jan 3-5, 2014. (Cross Country)
 - 12 participants all CSTC members
 - Tony Chin was the facilitator
 - Weather was perfect, and informal feedback was very good
 - Invoice from CCBC was for \$1,105.00
 - \$170.00 of this was agreed on, part of flight from Vancouver CCBC covered \$371.01 of the flight costs.
 - Snacks \$40.11
 - Income \$235.00, Two members choosing to pay for this course, and the previous ICC course.
 - Note; It is difficult to get facilitators when scheduled the same weekend as x-c BC Cup Races. Hence the cost of flight, rather than a more local facilitator.

2. IC-2 Course Jan. 17-19 2014. Hallis Lake (Biathlon)
 - 4 confirmed from CSTC, trying to get one more
 - Alex Dumond is facilitator, (Ottawa), Pierre Beaudry is getting certified (PG)
 - Much effort was made to get other coaches from the north and BC to attend, to no avail!!
 - Everything is in place
 - Investors will cover up to \$500.00 of Course costs, Biathlon BC will cover 1/3 of course costs up to \$500.00.

3. Pre Cansi Level 1 – Feb 2, 2014
 - Bruce Bennett from PG has offered to come down to Quesnel to give a ½ day session.
 - This will be free to members who have an interest in giving lessons for the club.
 - Cost to club would be his travel costs
 - No takers for the Cansi Level 1 in PG, Dec. 20-21, 2013. No one from CSTC attended the Cansi refresher Dec. 29, 2013.

Meeting adjourned at: 9:29 pm

Next Meeting: February 11, 2014 at 7 pm at QCEDC office

Goodies Schedule:

February: Bruce March: John April: Vicki May: Chris