

**Cariboo Ski Touring Club
Minutes: October 8, 2013**

In Attendance: Jim Crellin, Peter van Leusden, Vicki Esplen, Brian Black, Marilyn van Leusden, Amy Reid, Kari Bolton, John Redburn, Greg Strebel, Ron Watteyne, and Chris Elden.

Absent with Regrets: Sunshine Borsato, Bruce Self, Holly Nelson, Kathy Jaffary, Tony Jaffary, Elaine Watteyne, Paul Mednis and Herb Chlebek.

CSTC members in attendance: Olive Walsh, Mike Alborn, Barb Daigle

Adopt agenda: M: Vicki 2nd: Jim

Adoption of Minutes of September 17, 2013: M: Kari 2nd: Vicki

Treasurers Report: M: Peter 2nd: John

See September 30, 2013 Bank Reconciliations & September 30, 2013 Year-to-date Revenue & Expenses Reports

Correspondence:

1. Letter dated September 16, 2013 from AC&D (Quesnel) Insurance Services Ltd informing CSTC that our commercial policy #CMP S1484480 is due for renewal on October 23, 2013. April Godsoe requests we meet to review the coverages and limits of our policy.
2. Letter dated September 25, 2013 from Cap-it Quesnel offering members of the Cariboo Ski Touring Club a 10% discount on their Thule brand products.

Old Business:

1. Lodge:

Action Item: Marilyn and Brian will organize old CSTC files in the Office storage area and discuss with Tania what is needed to organize the Office, shelving etc. **Soon.**

2. 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 in the Fall.

3. Marketing Plan

Tania requests a meeting on October 1 to discuss developing a marketing plan for CSTC. The meeting will be held on Tuesday, October 1 at 7 pm at the QCEDC office. Ron, Greg, Herb and Brian can attend.

Action Item: Tania will try again to set up a meeting.

4. Pending grant applications: BC Gaming Grant

Brian and Marilyn submitted a BC Gaming grant application. CSTC received notification on July 17, 2013 that CSTC was awarded \$10,275.00.

Action Item: Marilyn and Brian will review with Kari & Amy use of funds.

Marilyn forwarded to Kari & Amy the letter from BC Gaming grant with conditions of the grant.

5. CSTC Ski Swap:

CSTC Ski Swap will be held on Saturday, November 9, 2013. The Ski Swap will focus on ski equipment: backcountry, telemarking, classic & skating skis, snowshoes, boots & poles. Equipment to be sold will be dropped off at Watteyne's prior to or at Hallis Lake Lodge on the Friday before the swap. A modest fee will be charged for selling equipment to cover advertising costs etc. Skill Development Programs: Bunnies, Jackrabbit & Track Attack will be promoted and registrations will be taken, along with Club memberships.

Action Item: Marilyn will contact Sunshine, Bruce & Tania to confirm involvement.

Action Item: Ron will do the publicity

Action Item: Ron, Jim, Bruce and Greg will assist in coordinating the Ski Swap.

6. Fundraising coordinator and Continuance

Olive Walsh has agreed to be the fundraising coordinator for CSTC.

A list of businesses was reviewed for seeking support and donations for the Elementary races, the 75km Ski Challenge and the Loppet.

7. Procedures for Criminal Record Checks

The draft policy and procedures for Criminal Record Checks was reviewed and amended. See attached policy.

Motion: Peter moves that the Criminal Record Checks policy be adopted as amended.

Seconded by Vicki.

Motion carried.

Action Item: Jim will draft a policy regarding driving of CSTC members for the next meeting.

Action Item: Marilyn will clarify if individuals under the age of 18 can have a criminal record check.

8. Coaching Courses

Motion: Greg moves that the Cariboo Ski-Touring Club pay upfront all introductory course fees for cross country and biathlon programs such as ICC, CC, IC1 and IC2.

Seconded by Jim.

Motion carried.

Action Item: Marilyn will add to November agenda a review of CANSI level 1 funding policy.

9. Lodge – Tony & Kathy Jaffary

Action Item: Kathy and Tony will create a list of Lodge closing up routines.

10. Off season projects:

- Equipment repairs and service: Mike Alborn will organize a work party on October 19th
- Peter took the chainsaws & bushsaw to Rob at Quesnel Tractor for maintenance...very good service.
- Lodge improvements, safety and other: Tony & Brian
Action Item: John will check the First Aid kit in the Emergency toboggan and put a second kit in another suitable spot.
- **Action Item:** Work parties will be organized by Greg: wood supply; John: trail maintenance; Mike: equipment and Tony / Brian: Lodge
- **Action Item:** Greg will email a request for members to help with work parties.

11. Backcountry Report: Bruce

An outhouse is needed at the bottom of the Yellowhawk trail. CRD maintains outhouses at Stanley and Blessing's Grave, perhaps they would maintain one at Yellowhawk.

Action Item: John approached Desi regarding the Yellowhawk outhouse and it has been added to Desi's list, a possibility that it could be done by December 1, 2013.

12. Electrical Operating Permit

Electrical Operating Permit for Cariboo Ski-Touring Club: Hallis Lake Lodge/Trails, 4427 Quesnel Hydraulic Road was received and a copy placed in the book in the electrical room at Hallis.

13. Ten Mile Lake Park Use Permit

Parks Use Permits request Proof of Renewed Insurance using the current Province of BC Certificate of Insurance form that was sent along with the letter.

Action Item: Peter will send insurance form to Parks once Greg has sent in CCBC membership forms.

14. Membership Fees/Online Registration:

Action items completed.

15. Complimentary Introductory Ski Passes:

The use of Introductory Passes for 2013-2014 season were discussed.

Add to the 5 Year Plan under Memberships.

Motion: Vicki moves that Cariboo Ski-Touring Club continue the practise of issuing Introductory Ski Passes for the 2013-2014 season.

Seconded by Ron.

Motion carried.

Action Item: Ron will create 5 passes per Executive member.

16. Grant follow-ups:

- VIA Sport: skis and rifles. Report due by end of September. **Done**
- Community Foundation: Ginzu groomer. Photo required.
Action Item: Brian will check with Community Foundation to see if they would like a photo with Roy Josephy on October 19th or if they would prefer a winter photo.
- Biathlon Grant: rifles. Peter will complete by the end of October.

New Business:

- 1. Planning of AGM: Annual General Meeting of the Cariboo Ski-Touring Club to be held on October 30, 2013 at 7pm at Hallis Lake Lodge.**

Special presentation by John Courtney: Tour Transalp. 7 days - 4 countries - 60,000 vertical feet on a bike.

Action Item: Ron will contact John Courtney & advertise AGM.

Action Item: Vicki will contact Holly regarding refreshments for AGM.

Action Item: Executive members can submit AGM reports to Marilyn by October 20, 2013.
- 2. Membership Drive**

At AGM on October 30th advertise CSTC Ski Swap (November 9th) and registration for Skill Development Programs: Bunnies, Jackrabbits & Track Attack.

Action Item: Vicki will create a newsletter for CSTC and send to members, as well as, distribute to spots in the community (Coffee Break etc)

Action Item: Executive members can contribute to the newsletter by sending Vicki their AGM report by October 20th
- 3. Renters liability insurance**

The rental of Hallis Lake lodge is inhibited by CSTC's lack of renters liability insurance. At the present renters must purchase their own liability insurance from a local insurance company. Hubb Insurance has quoted CSTC coverage for \$2400.00 a year in which CSTC would administer our own insurance to renters.

Discussion followed whether CSTC wanted this business and responsibility.

Action Item: Sunshine share the annual report on Lodge rentals, a copy of the Hubb insurance policy for further discussion.
- 4. Work party Oct 19 –equipment , wood, lodge, trails**

Previously discussed, see Old Business: Item #10 Off Season Projects.

Committee Reports:

- 1. Skill Development Program: Jackrabbit/Track Attack – Sunshine.**
 - Looking forward to the potential of massive jackrabbit registration at Ski Swap on November 9th but I need help from the marketing guru, Ron Watteyne to promote that for me and also think it is time for my schedule and registration info to go on the jackrabbit page as I have had many enquiries
 - Coaches - still not prepared for Jackrabbit season....but working on it. Please forward any possible coaches to me. To function this year, with the same number of Jackrabbit as last year, CSTC needs twice as many coaches as we currently have - I will accept some guest coaches
 - Track Attack
Josh and Paul are taking on Track Attack ages 10 plus and we are working out details but start promoting and maybe we need something on website - and maybe we need a tab on website for youth programs, perhaps "Youth Skiing" page that would encompass Bunnies, Jackrabbit & Track Attack instead of a Jackrabbit Page, as people may not initially recognize that Jackrabbit is our youth program

- Elementary school races - I wish someone else would organize this race but in the meantime I will submit the Cross Country Canada proposal by around xmas and the date is on my Jackrabbit calendar in February. I will need my usual team to make the magic happen again this year - as usual timber Trek will supply the lunch.
Action Item: Sunshine supply information to Herb thru Brian for page revision.

2. Nordics / biathlon – Jim Crellin

- Formal training sessions started early in September with shooting practice at Kurta's new 6 target off season range. So far all athletes from last season are returning and there may be a couple of new recruits. Will entertain advertising at Ski Swap on November 9, 2013.
- The CSTC applied to host a BC Cup race this season and once again we were not selected. The reasoning for this decision is not clear, but may relate to Prince George hosting BC Cup 3-4 and Western Canadians on Jan 31-Feb 2. We will probably host a Regional Biathlon Competition in February or March as we did last year.
- The first BC Cup race of the season will be at WOP in Callaghan Valley on December 14/15.
- The two new rifles purchased over the summer have been checked out and tested and one has been assigned to Clare Elden.
- Coaching transition continues to progress very well. Greg and Kathleen Roll attended the Level 1 officials course in Prince George.
- Will meet with Troy Purmal on Wednesday, October 9th, for range improvements

3. Membership – Greg

- Forms are being revised for 2013 & 2014 season.
- Online registration will include forms for signing up for Skill Development programs.

4. Equipment / lighted track – Brian

- Mike Alborn will report on equipment in the future.

EQUIPMENT:

Pisten Bully:

- The machine was serviced and repairs made in the spring to be ready for the next season. Now working on lighting issues.

Twin Tracks:

- The three twin tracks are in good condition. One has been outfitted with a hitch to tow the Ginzu. Wiring of this machine for operation of the Ginzu will be done as part of the work party on Oct 19.
- Our snow grooming implements, roller and packer bar are in good shape. A new frame drag was built and is ready to go.

TRACK LIGHTING:

- A light at the south turn of the Katimavik loop is not functioning. Also the wires are down on two areas and repairs are required. Ron is coordinating this work.
- It is planned to install improved diffusers on the newest track lights. BC Hydro has donated the diffusers and it is hoped that Telus will install them this month. These donations total about \$2,500.

5. Loppet – to be held on January 25, 2014.

- This event needs a coordinator.

6. Backcountry – Bruce

- Firewood done @ Murray & Waverly Cariboo on Monday 12, Moncton wood in hand from Wes Gregg & Dave Halls
- Cariboo floor & deck stained Porcupine roofing installed on sides of cabin. Under floor roofing to be installed on Monday Oct 12.
- Arnold & I have scouted a viable lower portion for the new Yellowhawk cut off trail. We will organize a work party in the future to actually cut out this new trail.

**7. Signs & Trails – John
Signage**

- Large information signs for stadium and parking lot are almost complete. Sign repair and upgrades scheduled early Nov. John is getting a quote from the Sign Shop for the replacement of the large stadium map, could be around \$1200.
- **Action Item:** Brian will check with Desi to see if financial help is available.

Trails

- An inspection tour is scheduled this week this will hopefully identify any problems. Snowshoe trail brushing is scheduled for Nov and early December
- Low Mobility trail is still being worked on.
- Two benches have been constructed and are in place. Signage is yet to be designed and a quote from Sign Stop obtained. Outhouse will soon be installed
- Clearing of trails will continue once the leaves are off in November. Trail mowing has been organized.

8. Social – Holly & Vicki

- **Action Item:** Vicki will discuss with Holly a schedule for social events.

9. 10 Mile Lake Committee – Peter/Paul

- No report.

10. 75 K Ski Challenge – Sunshine.

- Contests - 75 k ski, Sunshine is willing to keep organizing -usually starts at Open House but some people start at Xmas.....
- We tried a photo contest last year with Greg - guess where on the trail the photo is taken - but we didn't really get it off the ground - good way to get people involved with looking around and hunting a bit so would love to try again if Greg is willing.
- Fun race - think we should encourage some fun race event that are extremely accessible and maybe could tie in with Tania's Family Day

11. Guided Ski Tours– Sunshine.

- The schedule is set and most of the tour guides are confirmed with Greg Strebel and Jason Neumeyer as frequent guides. Have including new people and with the Daigles volunteering, I am running two groups many nights for faster and slower ski groups.

12. Lodge – Tony & Kathy Jaffary

- Tony has developed a comprehensive list for the Fall.

13. Lodge Rentals – Sunshine

- Lots of interest throughout year - have a booking on the 19 and 20th
- Bookings are on club calendar

14. Email communications – Greg

15. Newsletter- Vicki

16. Publicity/ Adult Lessons- Ron

- Ron is meeting with Tania.

Publicity: AGM Posters

17. Youth Ski School and Hallis Lake Rental Shop- Tania Gruene: Ski School Coordinator

Rental Shop

Youth Program

- Tania sent out a “Welcome Back School District 28 Teachers” newsletter in September. The email included an information letter, our booking form and information about how the morning looks when you arrive at the ski school. A similar package was sent to the PAC’s.
- Baker has booked 6 dates in February (2 groups of about 44 students having 3 sessions each.) Grades 2-5. Bouchie Lake has also booked 2 classes.
It's a nice start to booking our season!
- Obstacle Course is in the planning stages behind the Timing Hut. Need to plan activities for the Adventure Park area, “Four Corners” and Pancake Flats near the biathlon area.

18. Coaching- Peter

- ICC Course
Slated for November.1-2, 2013 (Friday evening & Saturday) at Hallis Lake. Need 8, have 3 confirmed. (2 Quesnel, 1 Willams Lake)
Have contacted; 100 Mile House, Williams Lake, PG, and Vanderhoof inviting their members to the course.
Sent out Course and Ski School info on the Quesnel retired teachers list serve.
Applied for Investors Group grant for this course

- CC Course
Slated for Jan. 3-5, 2014.
Course status will be determined in part, by the success of the ICC Course.
Will apply for Investors Group Grant.

- Cansi Refresher
Dec. 21 at Hallis Lake, Dec. 22 moves to PG

- IC-2 Biathlon on Snow Course
Set for Jan. 17-19, 2014.
Alex Dumond is the facilitator.
Biathlon BC has agreed to pay 1/3 of the course up to \$500.00.
Will apply for Investors Group Grant
Have 4 local coaches confirmed.

Meeting adjourned at: 8:50 pm

Goodies Schedule:

November: Greg
February: Bruce
May: Chris

December: Amy
March: John

January: Ron
April: Sunshine