

Cariboo Ski Touring Club
Minutes: May 10, 2011

In Attendance: Brian Black, Chris Elden, Marilyn van Leusden, Peter van Leusden, Christine Kraayvanger, Greg Strebel, Tony Jaffary, Don Cunningham, Bruce Self, Elaine Watteyne, Sunshine Borsato.

Absent with Regrets: Jim Crellin, Celine Giesbrecht, Bonnie Chlebek, Ron Watteyne, Kathy Jaffary, Paul Mednis, and Holly Nelson

Adoption of Minutes of March 8, 2011: M: Bruce 2nd: Chris

Adopt agenda: M: Don 2nd: Bruce

Treasurers Report: M: Peter 2nd: Bruce

See attached bank reconciliation report for May 8, 2011. Operating-cash balance is approximately \$1, 783.47 with about \$1,200.00 for next fall's start-up.

Correspondence

1. Letter received from UNBC Survey Research Centre dated April 18, 2011 written by Diane Kutzner, Manager. The letter states that Northern Health is looking for our feedback on the quality of their Environmental Health Program. The UNBC Survey Research Centre will conduct a telephone evaluation interview with food establishment operators/managers in Northern BC to assess how well the program currently meets our needs..
2. Letter received from Quesnel Community Foundations dated April 18, 2011 written by Lorna Townsend & Shirley Keen, Gala Co-Chairs thanking CSTC for our generous contribution of an Olympic bib in support of the 10th Annual Awards Gala held on April 9, 2011.
3. Licence of Occupation No. 515920, covering three parcels of unsurveyed Crown land in the vicinity of Mount Tinsdale, Mount Greenberry, and Waverly Mountain, Cariboo District, containing a total of 0.4548 hectares, more or less was received by registered mail. Also enclosed is a signed copy of the management plan. The Licence is issued for a term of 10 years, commencing on the 15th day of February 2011, for ski cabins for cross-country skiing purposes.
4. Draft copy of Park Use Permit, Authorization # 102488, Ten Mile Lake Park for the term of January 1, 2011 to December 31, 2015 was received from Donna Beaven, Permit Officer, Park Use Permits, Permit and Authorization Service Bureau, Ministry of Natural Resource Operations for CSTC review. CSTC is requested to notify the Victoria office of any requested revisions. The permit is not valid until we have received a final copy of the permit document. CSTC must complete a Five (5) year Management Plan and it is due by September 30, 2011.

Committee Reports

1. Jackrabbit – Celine

No report.

2. Nordics / biathlon – Jim/Peter

Wind-up barbecue to conclude the season was prepared for the coaches and team by the parents. Three members have been nominated for the BC Talent squad: Madison Roll, Konrad & Keyra Teetzen. Kieron Langan has been nominated for the BC Development team.

3. Membership – Don

Don handed over the tasks involved with membership to Greg.

THANKS Don, for many years of volunteering with CSTC and for the endless work involved with decoding membership forms. Enjoy skiing.

Don passed on a request for classic tracks to be moved further away from the edge.

4. Equipment / lighted track – Brian

Work on the equipment is underway. The first maintenance work party was on May 7th. Good progress was made on the attached work list.

5. Loppet – Elaine

Loppet date has been set for January 28, 2012.

Elaine has requested directors for assistance.

Action Item: Marilyn put on the agenda for September a discussion of “Sponsor request”. CSTC will make one request to sponsors to cover all special events for the season.

Elaine requests that we increase the Jackrabbit fee to cover the cost of participation in the Loppet and that the Loppet be part of the Jackrabbit schedule and that all Jackrabbit participate.

6. Backcountry – Bruce

Tons of snow still.

We were at Waverly last Thursday to Sunday and there was still 7 feet. Waverly in good shape The door would not open well. There was another massive cornice on the roof. We sawed it off and the whole roof slid and then the door opened perfectly. A pack rat moved in on the last night we were there. We reset the trap and snare pole.

Murray still has issues with bucked floor and needs to be reinforced over the summer.

Moncton in good shape but ongoing problems with the Coleman stove. I have 2 generators to go in with the next party.

Cariboo Mt cabin is in good shape. Couldn't hit solid ground 2 weeks ago with an avalanche probe.

7. Social – Bonnie & Holly

No report.

8. 10 Mile Lake Committee –Peter/Paul

Action Item: Peter will review the Park use Permit for Ten Mile and the Management plan is due September 30, 2011.

9. Lodge – Tony & Kathy Jaffary

Regular maintenance done periodically this month - empty garbage, fireplace cleaned, bathrooms checked.

No extra work completed.

As per recommendation of Decorating Guidelines (see Old Business #6), we will install several cup hooks for ease of hanging decorations. Any suggestions?

10. Newsletter- Greg

No report.

11. Publicity/ Adult Lessons- Ron

Publicity:

Action Item: Ron will check that all dates are added to the calendar on the website, including Lodge rentals.

Action Item: Marilyn forward to Herb minutes that need to be posted to website.

12. Elementary Ski Program- Sunshine, Celine, Lisa, Brian, Marilyn

Youth Ski Program: Progress Report
May 10, 2011

Funding

Source	Request	Response	
CSTC	\$2,000	\$2,000	-approved plus \$4,000 in kind labour
Community Futures	15,000	15,000	-final approval
Sunrise Rotary	9,000	9,000	-verbal approval
Community Foundation	5,000	3,000	-funds received
Rotary Club	3,000	5,000	-written approval
Lions Club	2,000	0	-declined, willing to support school's ski programs
Knights of Columbus	unspecified	unspecified	-amount depending on fund raising
Mountain Equip Co-Op	\$5,000	pending	-response this wk

If the Knights of Columbus contribution is in the order of \$2000 then this project estimated to cost \$40,000 will be fully funded with no contribution from MEC.

Recent activities

Marilyn and Brian visited Otway to observe their program in action and to learn from their administration of the program as well as their rental shop layout and equipment.

A ski order was placed with Rocky Peak on Mar 11, 2011 in the amount of \$18,700, with the confirmation of further funding this order was revised on April 28th to include 100 pairs of skis, 122 pairs of boots and 122 pairs of poles. Total commitment \$22,000. Note that this does not exceed the total financial assistance confirmed to date in writing.

A total of 16 executive and spouses attended the Community Foundation awards banquet where the club received \$3,000 in funding. Our club's support of the event definitely left the Foundation board with a favourable impression.

Pending Activities

Initiation of our sponsor recognition program is planned in the near future.

A plan to renovate the lodge basement to accommodate the ski shop will be developed in the next 2 months.

Old Business

1. Report of Financial Audit: Wednesday, March 9, 2011
Letter received from CCRA stating documentation was all in order.
2. Sunshine sent a Thank you note to Cariboo Pulp for their donation of \$150.00 to the Elementary Ski Race.

3. **Action Item:** Marilyn will send thank you letters to both Lions and Rotary regarding the Youth Ski Program and their support. The Lions letter should state that we will advise interested schools of their kind offer.
4. **Action Item:** Loppet Safety recommendations recorded for next year's organizing committee will be forwarded to Marilyn for inclusion in the minutes.
5. **Action Item:** Jim and Bruce will go out and check VHF reception at Hallis.
6. **Action Item:** Peter will prepare a management plan for Ten Mile Lake Park, share at a CSTC meeting and submit it to Parks by September 2011.
7. **Action Item:** Kathy and Tony will make a recommendation of a policy for affixing items to the walls and whether renters can remove CSTC posters and pictures.

Proposed Recommendation: Decorating Guidelines

1. The hooks installed by CSTC may be used for decorating purposes; the installation of additional fasteners, including nails, tacks, hooks and tape is prohibited.
2. CSTC pictures and photos must remain as placed.

Motion:

That the Decorating Guidelines as approved be added to the Hallis Lake Lodge Rental checklist.

Motion tabled.

Action Item: Tony, Kathy, Christine, Sunshine & Greg will meet to discuss and present a motion at the next meeting.

8. Brian will continue to take water tests monthly at Hallis Lake lodge but he needs to be updated on Lodge rentals.
Other routines require an action plan and delegation to other club members
9. Club acquisition of biathlon rifles 2011-12
CSTC has issued a cheque to Jim Crellin to cover the purchase of rifles and equipment.
10. Printer for CSTC
A jet ink printer was donated by QCEDC but it does not work. , Sunshine will check if she has another printer.
11. Hallis Lake Lodge: Storage area
Action Item: Kathy will investigate the number of containers required to properly store the materials and purchase them.
12. Snowshoe map:
Action Item: Brian will follow up with John Redburn regarding improvements to the map for the snowshoe trails and their inclusion on the website.
13. HST Issue
Christine shared her investigation report on GST/HST and the implications for CSTC. This has been forwarded to Desi Cheverie.
14. On-Line registration
Motion: Greg moves that Jim and Greg proceed with a decision of which system to go ahead with for on-line membership and race registration. The cost of online registration for membership and races be covered by the registrant. Seconded by Bruce. Motion carried.

15. Club Fee Restructuring

Motion: Sunshine moves that Cariboo Ski Touring Club proceed with implementing fee structure scenario 2 as amended. Seconded by Peter. Motion carried

New Business

1. 2011-12 Budget review

Motion: Bruce moves to accept the Budget as presented. Seconded by Greg. Motion carried.

2. Review of CSTC 2010/11 Objectives: April 20, 2010.

Brian has highlighted sections that CSTC did not completely address in 2010/11 for further discussion.

Tabled till next agenda.

1. Jackrabbits or young skiers –

-Target participation in the Jackrabbit program to 50 or more. Introducing youth to the sport is fundamental long term 5

- Conduct coaching level 1 course 1
- Recruit coaches and instructors for Jackrabbit, Track Attack, adult lessons etc 1
- Conduct in-house skill sessions 1
- Source level 1 course and encourage certification and re-certification 1

-Start a Track Attack program 1

- Set up a task force to plan a future school program 1

-Work to improving bridging between all of the CSTC youth programs 1

2. Trail or facility improvements –

-Work towards more fully utilizing the lodge. It should be open and warm on the weekends and a few evenings with a self help concession. A full concession open on Saturday and event days 1

-Consider an additional backcountry cabin 1

-Work on changing the FSR to a gazetted road 1

-Accumulate adequate funds so that a new snow cat complete with all reasonable accessories can be purchased 5

-Apply for grants only if very advantageous financially and significant volunteer time is not required. JOP, FIA and Katimavik are considered beneficial 1

-Improve existing ski trails but resist building any new ones (a few new snowshoe trails are included in 2010 JOP 1

-continue to improve signage and maintain to a high standard 1

-develop an infrastructure priority plan for Hallis which for 2010 will include 1

- Improve pancake trail
- Apply siding to the biathlon hut

-develop a priority plan for backcountry cabins which for 2010 will include 1

- Moncton outhouse
- Murray cabin facelift

3. Membership and attracting new members –

- Encourage snowshoers to join the club 1
- Integrating other user groups – bike club single track trails and snow shoe trails could be the same specs for summer use (thus maintenance) of the trails. Review this issue with MOT 1
- Follow up on ideas from the meeting held in the fall of 2009 regarding attracting young members and review the membership survey; incorporate initiatives from both into next year’s plan after discussion with the executive 1
- Continue to encourage backcountry as a core club activity by encouraging all backcountry skiers in the area to join the CSTC 1
- Consider conducting organized ski tours (Hallis and backcountry) on a regular basis 1

4. Ski events –

- Stage a significant event which attracts out of town skiers once per year 1
- Consider naming our loppet the Cariboo Marathon and consider including a 50 km option. This will raise our profile and attract more participants 1
- Consider including skating in the loppet/marathon or other event 1

5. Continuance –

- Continue to operate as a 100% volunteer group ie. Club members are not paid for their contribution A
- Work closely with Ministry of Tourism and retain support of the City, CRD etc in order to maximize funding for maintenance and improvement of the Hallis Lake venue as well as brushing and maintenance of backcountry trails A
- Re-examine our fee structure to consider a separate assessment for membership, Hallis trail pass, snowshoeing and backcountry privileges as well as some sort of reciprocal agreement with the Wells club 1
- Develop a succession plan for all aspects of the club 1
- Budget to have an operating surplus of \$7,000 to 10,000 (including returns on investments) to fund a future purchase of a snow groomer and accessories A
- Continue executive meetings after the ski season to prepare for next year 1

3. Review of CSTC Five Year Plan: Year 2 Objectives:

2. Trail or facility improvements –

- Add features to / expand the Adventure Park – it is a key attraction to many young skiers 2
- Continue to accumulate tracksetting tools so that trails are groomed in optimum fashion even if the PB is out of service (ginzo groomer) 2

5. Continuance –

- Continue to operate as a 100% volunteer group ie. Club members are not paid for their contribution A
- Appoint a club historian to write a full history of the club. We are in danger of losing a lot of this information unless it is recorded. Cabin log books need to be located and kept for club history (Note that the Prince George club has done a good job of recording their history and is quite valuable.) 2

- Work closely with Ministry of Tourism and retain support of the City, CRD etc in order to maximize funding for maintenance and improvement of the Hallis Lake venue as well as brushing and maintenance of backcountry trails A
- Budget to have an operating surplus of \$7,000 to 10,000 (including returns on investments) to fund a future purchase of a snow groomer and accessories A
- Develop an annual budget each year 2

3. Quorum for Executive meetings.
Withdrawn as a point of discussion as requested.

4. Extraordinary General meeting:
A meeting will be scheduled for May or June to discuss and ratify the new membership fee structure.

Meeting adjourned at: 10:00 pm

Next Executive Meeting:

Saturday, May 14, 2011 @ Black's residence 7:30 pm

Tuesday, September 13, 2011 @ 7:30 pm at QCEDC office (339A Reid Street).