



AGENDA for Board Meeting November 20, 2024

In Attendance:

Brian Balkwill, Karen Balkwill, Tania Black, Brian Black, Eric Matzner, Jim Crellin, Ron Watteyne, Peter Van Leusden, Jordan Yntema, Chris Elden, Greg Strebel, Lori Carifelle, Savannah Robinson

Regrets:

Neil MacKay, Laurie Bare, Chris Kovach, Chris Hyde

Via: Hallis

7pm-8pm

Meeting commenced at 7:02 pm

Adoption of Agenda:

Motioned: Brian Black

Seconded: Chris Elden

Motion passed

Adoption of Meeting Minutes:-

Motioned: Ron Watteyne

Seconded: Jim Crellin

Motion passed

Paige Smith was introduced to all the directors.

Correspondence:

none

President's Report: Brian Balkwill

It has been a busy couple of weeks working through staffing changes. As you are all aware James Meyer (Club Manager) resigned last week due to personal reasons. James will be truly missed and we hope he will be able to come back as an active member of the club in the future. Thankfully **Lori Carifelle**, currently our treasurer stepped up to take the Ski Club Manager position in the interim to get us through this ski season. Lori will not be able to carry out this position full time due to other commitments. As a result, we needed some additional help in the form of both administrative duties/lodge and rental assistance along with Nordic ski coaching. We interviewed several strong candidates and decided to hire **Paige Smith** who will start on Dec 9th on an as needed basis. Lori and I will track the hours of both the ski club manager and the Nordic coach to ensure we stay within our budget.

Thanks to everyone for submitting your area's volunteer hours. We ended up with a whopping **6403 hrs.** I'm not sure if this is a record or not, but the BCWG's event was a huge part of this number. Congratulations to everyone for such a strong commitment and work ethic despite a very poor snow year. Well done!

Treasurers' Report: Lori Carifelle

Bank Balance		December 9, 2024	
General	Opening balance Nov 1	\$24823.23	Closing Balance \$19010.48
Gaming	Opening balance Nov 1	\$23291.99	Closing Balance \$22674.27
Total Balance			\$41684.75

Significant Accounts Payable:

No payables

Significant Accounts Receivable:

\$2600 Biathlon rifle rental

BC Hydro bills are the only regular bill (2 of them).

Bill for website will be \$500/yr, due January.

Payroll remittance for CRA due in new year.

Manager & Coordinator's Report:

Nothing to report, as Lori and Paige are just starting.

New Business:

Ski passes: 350 passes have been ordered. People can pick them up at the lodge, Ron will set up at Rocky Peak Dec 20 evening and Dec 21 morning. John is also willing to give them out. We will discuss having someone check passes on the trails in the new year.

Tasks to get ready for season:

- Tania will ask Randy to sand the road and scoop some sand into our sand box for shoveling around lodge.
- Peter will ask Brian Kenelly whether he has a bunch of dog poop bags. Bag dispenser should go on gate by parking lot. Garbage cans need to go at that gate and the entrance to Canis Lupus.
- Outhouses – need to be swept, and wiped. Lysol wipes and hand sanitizer checked. Also check how bad woodpecker holes are – could use wood filler.
- Skis are in progress of being scraped.
- AV/Sound System – Lori will get Paige to play with the AV system to make sure she can work it.
- Ron will get more 4/5 ski passes printed.
- Paige will manage the Facebook page.

Lori and Paige plan to take pictures of people around the trails and have the pictures displaying continuously on the TV in the lodge. Also do some periodic give-aways of swag.

Merchandise order: (more colourful items seem more popular)

- Vinyl stickers with our logo
- Hoodies
- Vests
- Buffs
- toques

December 14th meet-the-coach and rental measure-up 11:00-2:00

- 3 families need help with zone 4 – Paige will be there to help

Tasks for Paige :

- Learn zone 4
- Register as a member (club will pay)
- Take coaching course
- Check on condition of old couches potentially donated by Sandman

Schedule for lodge to be open (tentative)

- Starting Dec 21 (if snow) 7 days/week
- Saturday and Sunday 10:00-5:00
- Monday – Friday 12:00 – 7:00
- One official late night/week will be Wednesday. Newbie night will be that night.
- Ron will have lodge open when he is here for lessons Mon/Wed/Fri
- Race team will have lodge open Tues/Thurs while they are here.
- Note that Monday night SDP group must ensure equipment is organized for school lessons early the next morning.

Lori will post a contact list for all available coaches in the lodge office.

Lori will look into yoga in the lodge. Our insurance covers it if athletes use it. We offer the space and the instructor collects payment.

Training required for Lori and Paige:

- First aid and Transportation endorsement
- Brian will train them on how to use sleds and toboggans for rescue.

Note that rescue sled/toboggan must always be ready to go and not blocked in.

Old Business:

Winter Solstice bonfire Dec 21

- Eric will coordinate the event
- Open to whole community – will show off the lodge, lights, and trails and hopefully attract new members
- Free hot chocolate and wiener roast
- Santa and Mrs. Clause available to volunteer for pictures, etc. from 1:00 – 6:00 or 7:00. Club will give them free snowshoe day passes. Lori will call to book Santa.
- SDP coaches will run games in stadium, with race team athletes and Ron to help.
- Ron will advertise (especially for pictures with Santa), and go to grocery stores for donations
- 2 bonfires needed. There is a regular tire rim and also a grader wheel. Locations need to be open, visible to those arriving, and away from stadium/trails to avoid trampling and melting snow.

Santa Extravaganza

- Thanks to Jordan, Savannah, Brian, Laurie and Erin
- Good exposure despite the rain.
- Should make this an annual event to give club more exposure
- Lori will do draw for 3 prizes, and pass on names of winners of lessons to Ron and Savannah
- Emails of registrants need to be sent to Greg for mass list

Weekend lunches at lodge

- Wait until new year to start
- Should have more than one business catering

Committee Reports:

1. **Lessons & Publicity:** Ron Watteyne

Publicity

Have got the poster done up for the Winter solstice and they are up around town
Have advertised this on the local radio station and will get this on CBC
Will have on the web site and Facebook Page
Starting to work on the VIMFF

Adult Ski Lessons

Starting Jan. 6 and already have 7 people interested. Savannah will be teaching with me this season.

2. **Ski Trails & Signage:** Derek Woollends

New sign to be mounted by lodge. May need new hardware and wood to install. Brian will organize.

3. **SDP:** Jordan Yntema

- We have 27 skiers registered, possibly a few more with the additional days coming up. We lost a few families last year due to the lack of snow.
 - Jordan will send note for SDP parents to feel free to use the lodge with free wifi, games, etc.
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4. **Website:** Shannon Coffey

Please [email shannon.coffey@icloud.com](mailto:shannon.coffey@icloud.com) with information updates to be posted on the website. Also, any suggestions for changes and/or improvements to the website.

5. **Backcountry:** Ryan Titley

6. **Biathlon:** Chris Elden/ Jim Crellin

- Biathlon range Shooting Platform and Biathlon Loop held up ok through all the rain and warm temps, good practice Sunday Dec 8
- 1st BC Cup Dec 13-15 – Sovereign Lake. Six or seven athletes competing

- Allie Dickson in Burns Lake hosted a regional camp Nov 30-Dec1. 6 Athletes attended, enjoyed by all.
- About 10 athletes training so far.
- No further Information on eco-aim (camera based) rifles being obtained from Biathlon BC. There is a future plan to have only eco aim competitions at BC cups for younger classes. Cost of the Ecoaim rifles is \$4000-4500 +/-, same as an Anschutz Fortner. They can be set up anywhere and just use light, so could be a draw for the club at booths or fun days. We may be able to borrow them from PG. We could get a grant to purchase.

7. **Coaching:** Peter van Leusden

Community Coaching Course (CC) Jan. 10 – 12, 2025

- Looks like we will have enough participants to make it go. At this time, potentially 6 from CSTC and 2 from WL
- Have not heard from VIA Sport at this time if grant application has been accepted.

Criminal Records Cheques

- 2 new ones have been processed so far this year
- Procedure outlined on our website for CRC seems to be working smoothly
- Peter has list of CRCs and expiry dates, and he will check if anyone needs to renew.

Safe Sport Training and Rule of Two

- **All directors must send proof of taking the course to Peter prior to the January meeting.**

8. **Equipment & Track Setting:** Neil Mackay

- Grooming/track setting 38.5 hours. Volunteer group of Brian Kennelly, Dick Lalonde & Greg Strebel. Activity included roller packing, tree removal and some time on the Piston Bully.
- Roger Knorr built a new snow drag to replace the existing drag which needed repair/replacement after years of service.
- Jim Crellin repaired the battery tender wiring on the Bearcat.
- Got a twin track engine for parts

9. **Fundraising & Grant Applications:** Brian Black

Ideas are welcome for low labour projects only after winter games last year took so much effort.

Eric requested a light-weight chainsaw, and it was decided the club will buy one. Eric will shop for it.

10. **Snowshoe Trails & Signage:** Eric Matzner

- A new section was brushed to avoid the 700m along the fence line behind the terrain park.
- Eric will make trail maps for snowshoeing, and look into digital mapping like Strava/Avenza.

11. **XC Race:** Chris Kovach

12. Memberships: Greg Strebel Membership Report:

Report on Dec 8th 2024:

- As of today we have 183 members, 98 female and 85 male. On this date last year we had 227 members.
- Gross membership plus activity fees: \$21,803.00
- Net fees, after Division fees to CCBC and Nordiq: \$17,705.00

13. Athlete Representative: Savannah Robinson

- Athletes are skiing, dryland training, waxing, etc. Some are taking coaching course.
- Kids want to fundraise to get new jerseys. Considering bake sale at Dec 21 event, 24 hr. relay, and/or 24 hr ski. Savannah will organize.
- Savannah has her own videography business and could be available to work for club.

14. Governance/Policy: Karen Balkwill

Policy Checklist	Date Approved/Reviewed
1. Investment Policy	2020 September
2. Lodge Rental Policy	2020 March
3. Lodge Decorating Policy	2020 March
4. Emergency Policy and Procedures – in review	2020 February
5. Reimbursement Policy	2019 November
6. School Use Policy (not including school program groups)	2019 March
7. Policy for Transporting Athletes	2019 March
8. Work Alone Policy	2019 February
9. Criminal Record Checks Policy and Procedures	2022 Feb updated
10. CANSI Instructor Course Reimbursement Policy	2019 January
11. Conflict of Interest	2017 December
12. Backcountry Cabin Use	2017 October
13. Fees for Users with Disabilities	2022 March updated
14. Financial Policy for the Rental Shop & Youth Ski School Programs	2022 January
15. Lodge Use for Birthday Parties Policy	2021 December

Executive Meeting Quorum Nov. 2011	2017 Incorporated into Constitution Bylaws
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Important Dates:

Winter solstice bonfire: Dec 21

Next Board Meeting: Jan14. Tania will send out link for anyone needing virtual.

Meeting Adjourned: 8:44

Next meeting at Hallis Tuesday Jan 14.