



Minutes of Nelson Nordic Ski Club (NNSC) AGM

October 28, 2018

Rod & Gun Club, Nelson BC

Directors in attendance: Louise Poole, Katie Weir, Mathieu Trepanier, Erin Bates, Marilyn Lee, Leo de Groot, Jakob Dulisse, Doug Hurst

Staff in attendance: Jason Rusu, Lisa Butterworth, Lauren Heckley

Members in attendance (see Attendance List, attached):

1. Call to Order:

The Nelson Nordic Ski Club Annual General Meeting convened at 10:00am, with President Louise Poole presiding.

2. Approval of Agenda:

No additions or alterations were submitted. Motion to approve the agenda was made by Ian McDonald, seconded by Doris Hausleitner; **motion carried.**

3. Approval of Minutes of the Annual General Meeting, October 29 2017:

Motion to approve the minutes of previous AGM was made by Trevor Janz and seconded by Bill Smith; **Motion carried.**

4. President's Report

President's report was presented by President Louise Poole (see attached).

5. Treasurer's Report

- Financial Statement from Aug 31, 2018 year end was presented by Treasurer Marilyn Lee (attached).
- Members were updated that due to increased financial activity and in order to be eligible for certain grants, the club has hired a bookkeeper and is currently transitioning all financial record keeping.

Motion to approve the financial report was made by P'Nina Shames, and seconded by Dale Anderson. **Motion carried.**

6. Trails Report

- Director Leo de Groot provided an update.

7. Membership Report

- Update on membership sales and overview of updated volunteer policy (attached) was provided by Secretary Erin Bates.



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8. Thank You to retiring Operations Manager

- Director Katie Weir thanked outgoing Operations Manager Ann Popoff for her many years of outstanding service to the club, and membership responded with a standing ovation in honour of Ann.

9. Introduction to new General Manager

- President Louise Poole introduced new General Manager Jason Rusu to the membership.
- Jason provided a brief overview of his background and priorities for the club.

10. Other Business

- No additional business was brought forward.

11. Membership Input, Q&A

- What was the outcome of looking into a new location?
 - Louise and Leo responded that after extensive research and GIS analysis, the board had decided that there are no alternate locations that would outweigh the benefits of our current location (easy access, close to town, good range of trails).
- Would a new lodge be on Filippo property?
 - Yes, we have an updated lease agreement that runs until 2050.
- Are lodge plans incorporating the possibility of moving in case climate change makes the current location impossible to use?
 - Yes, these options are being looked at as part of the feasibility study.
- With regard to the financial report, why is snow removal listed as a source of revenue?
 - We have a contract/grant with FLNRO to clear the Busk/Clearwater parking lot.
- When will ATCO be finished using the Clearwater road?
 - They are currently telling us December 1st.



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12. Election of Directors

- Jakob Dulisse and Doug Hurst are resigning from the Board.
 - **Motion** to elect all remaining members (Louise Poole, Leo DeGroot, Matt Trepanier, Katie Weir, Erin Bates, Marilyn Lee) to another term on the Board was made by Andrew Chewter, seconded by Doris Hausleitner; **motion carried.**
- Call for new directors to fill two openings:
 - Nominees Jaime Frederick, Alison Etter, and Mike Knapik were named
 - Alison Etter withdrew herself from nomination
 - Remaining nominees Jaime Frederick and Mike Knapik were elected by acclamation with no objections.
- Nelson Nordic Ski Club Board for 2018-19:
 - Louise Poole
 - Leo DeGroo
 - Matt Trepanier
 - Katie Weir
 - Erin Bates
 - Marilyn Lee
 - Jaime Frederick
 - Mike Knapik

13. Adjournment

- Meeting was adjourned by Louise Poole at 11:04am.



Nelson Nordic Ski Club
Annual General Meeting Attendance
October 28, 2018
Rod and Gun Club 10:00 AM

1. Virginia Stanford	21. Rod TAYLOR
2. P'nina Shames	22. Amy TAYLOR
3. Doris Haugleitner	23. Greg Dick
4. Ian McDonald	24. Dale Andersen
5. Alison Etter	25. Mike Knapik
6. CATRY GRIERSON	26. Abby Wilson
7. GABRIEL JANZ	27. Anne Simonen
8. Trevor Janz	28. George Edney
9. JAMIE JOSEPH	29. Sarah van Dishoeck
10. Heidi JOSEPH	30. Lara Ellenwood
11. David Paetkau	31. Laurie Hunter
12. Sandra Irvine	32. Alison GozNA
13. Yukako Krause	33. Sigrid Bagnell
14. Bill Smith	34. Petra Lehmann
15. Aric Bishop	35. DALE BOUCHER
16. Denise Uhrynuk	36. Pascale Bayer
17. Janet Cook.	37. BROOKE CAMPBELL
18. GURU NIXON	38. Wanda Machado
19. Judy Meh	39. JAME FREDERICK
20. Janet Henderson	40. Carol Wallace



Nelson Nordic Ski Club
Annual General Meeting Attendance
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41. Andrew Chewter	61.
42. Sarah Waterhouse	62.
43. Nichola Lytle	63.
44. Anne-Marie Baribeau	64.
45. CARINA COSTOM	65.
46. Donn Jensen	66.
47. Mary Asselin	67.
48. Kim Probi	68.
49. Ash Warlock	69.
50. Norm McCARVELL	70.
51.	71.
52.	72.
53.	73.
54.	74.
55.	75.
56.	76.
57.	77.
58.	78.
59.	79.
60.	80.

President's Report for AGM October 28, 2018

Introduction of the Board members and staff.

- Thank all our Board members and volunteers for another great year last year. We could never do what we do without everyone pitching in for kiosk attendants, events like Tour de Soup, work bees, brushing trails, etc.
- Also like to thank our staff, Ann, Lisa, Kjell, Ralph, Rich, our other groomer, Ryan our mechanic, all who work really hard from fall to spring to keep the club running, the hut warmed up, memberships happening, trails groomed and machines in working order.
- Thanks also go to Lauren, Jacob, Holly, Kirsten, and Virginia for the successful school outreach program. We had 2200 child visits last year from about 15 different schools, some as far away as Creston. Our program is already booked full as it is so successful.
- Thanks also go to Thomas, Kurstun, Matt, Doris, Karen, Andrew, Jaime, Carol and Sarah who volunteered their time as coaches with the youth programs to provide skiing fun to so many kids.
- Thanks to coaches for our Adult programs Ian, Kirsten, Cari-Ann, Greg and all those who helped with the Ski Improvement clinics. You have helped tune us all up with better technique and abilities.
- Everyone's enthusiasm and energy for this club and the services and programs we provide has helped us grow into the great Nordic club that it has become.

Community coaching course

We have a community coaching course happening in Nelson on Nov 24-25 for anyone interested in improving their own technique as well as coaching our Jack Rabbits. The club will pay for your course if you attend and if you have a child in the program their program fee is waived. Please see me afterwards for details if you are interested in signing up.

Adult Programs

We will host a wide variety of programs this year for adults. These programs will be posted on our website soon. With Jason just beginning on November 1st it might take a week or so before all details are sorted out and he has had a chance to meet with everyone.

Events

We'll host a variety of events again this year with dates to be determined: Tour de Soup, Valentines, Moonlight skis, Orienteering and Poker run with Burger and Beer club fundraiser. Our Nelson Kootenay Cup will be two races on February 23rd and 24thth. We invite all members to come out and participate – the recreational category is open to anyone and every participant gives us a point towards winning back the Kootenay Cup. Events are posted on the website and Facebook as well as posted at the club. They will also be advertised in the newsletters that come to you.

Grants and Projects

I would like to take a moment to acknowledge our funders for the many different projects we have going on this year. We have or will be receiving over \$62,000 in funding. Leo will provide more details on the trails in his update.

CBT Recreation Infrastructure etc – Clearwater Bypass

Recreation sites and trails BC – trail work and bypass

Harrop Proctor Forest Products – Busk #2 bridge deck

Rural Dividend Program - Feasibility study

CBT Non-Profit Tech grant – technical upgrades at the club and membership cards

Regional Sports Council – coach training

IODE – ski equipment for older kids in school outreach program

Gericks – GPS tracking system for grooming

Community Initiatives and Affected Area Program (CIP/AAP) – LED lights

Anonymous donor - LED lights

Gaming Grant – school program

CBT Non-Profit Advisory program – HR consultant

CBT School Works Program – funding for school outreach program coordinator salary

WestKTech – Kootenay Career Development Society – GM's salary subsidy

Governance

We hired an HR consultant to help the Board with its organizational structure and accountability. The consultant made a variety of recommendations which we are in the process of implementing. As we apply for larger grants we need to be able to show financial management of our books. We will be developing or updating some policies and procedures and fine tuning some of the processes for project management expenses and payment.

Help on the Board or Committees

- We would welcome anyone who is interested in sitting on the Board. Many hands make light work and a few more people helping out would be appreciated. Come and see me after the meeting if you have any questions. We are a fun bunch.

Contests and Membership

- We have two contests happening – our NNSC with incentive prizes for registration. Final draw is today at midnight – October 28th so register before then.
- CCBC has a club contest happening – we are competing against Fernie, Revelstoke, Golden, and Overlander in Kamloops. The club with the highest % increase in members compared to same time last year by Dec 1st. Right now we are in 4th place. Some fantastic prizes to win for our club that we could use for prizes or families in need or fundraiser. Sign up for a membership with our club and help us out.

Website and Facebook

- Check out the website and Facebook for updates. WE will have a new webcam installed and hopefully it will provide a better picture. We'll also have a GPS tracking system page on the website, sponsored by Gericks.

Ski Swap

- Reminder that you can get your skis waxed by our Track Attack team outside. Skis work much better if the bases are treated well. They also have a delicious variety of goodies for sale.
- We would welcome anyone who is interested in sitting on the Board. Many hands make light work and a few more people helping out would be appreciated.

Thanks to all the volunteers who make this event happen. Jennifer Lehmann we appreciate your amazing organization of this event.

Any questions?

Gifts to Board members.

Thanks for coming

NNSC Financial Statement

September 1,2018			As of August 31, 2017	
Starting Bank Balance Sept 1_2017		\$52,922.34	Starting Bank Balance Sept 1_2017	\$6,483.54
Income			Income	
Membership	\$113,877.33		Membership	\$98,252.75
Day Pass Sales	\$51,747.03		Day Pass Sales	\$49,537.96
Ski Swap	\$1,053.85		Ski Swap	\$1,042.20
Advertising	\$1,746.50		Advertising	\$2,296.00
Interest	\$0.00		Interest	\$0.00
Grants	\$39,994.02		Grants	\$33,126.00
BC Rabbits	\$5,835.42		BC Rabbits	\$2,105.00
Track Attack	\$8,767.75		Track Attack	\$5,461.95
Programming	\$6,700.00		Programming	\$3,998.00
School Outreach	\$22,304.30		School Outreach	\$15,380.00
Snow Removal	\$4,462.50		Snow Removal	\$4,462.50
Fundraising	\$4,776.60		Donations	\$420.00
GST Refund	\$1,136.91		GST Refund	\$2,146.43
Ski Rental	\$381.00		Ski Rental	\$139.00
Miscellaneous	\$494.00		Miscellaneous	\$649.88
Transfer in from Term Deposit	-\$50,000.00		Transfer in from Term Deposit	\$40,399.24
Total Income	\$213,277.21		Total Income	\$259,416.91
Expenses			Expenses	
Advertising	\$1,846.67		Advertising	\$2,149.19
Bank Charges	\$141.80		Bank Charges	\$354.33
Education-Courses	\$2,490.74		Education-Courses	\$2,358.95
Electrical	\$2,881.31		Electrical	\$2,605.67
Executive/Office Expenses	\$1,234.06		Executive/Office Expenses	\$5,638.16
Fees	\$24,820.67		Fees	\$22,471.73
Float/Petty Cash	\$200.00		Float/Petty Cash	\$400.00
Fuel	\$24,307.80		Fuel	\$16,107.95
GST Payments	\$4,273.20		GST Payments	\$5,924.54
Snowcat Maintenance	\$8,692.43		Snowcat Maintenance	\$5,338.02
Insurance	\$2,384.00		Insurance	\$3,165.00
Maintenance	\$20,546.62		Maintenance	\$32,736.02
Miscellaneous	\$0.00		Miscellaneous	\$541.09
Payroll-Attendants	\$34,262.35		Payroll-Attendants	\$32,959.09
Payroll-Grooming	\$28,555.81		Payroll-Grooming	\$29,505.91
Programming	\$3,799.42		Programming	\$3,954.11
Revenue Canada Liability	\$305.77		Revenue Canada Liability	\$0.00
Rabbits/Track Attack	\$13,886.43		Rabbits/Track Attack	\$13,188.27
School Outreach	\$20,405.22		School Outreach	\$21,146.19
Sled Maintenance	\$1,489.57		Sled Maintenance	\$0.00
Snow Cat Purchase	\$0.00		Snow Cat Purchase	\$0.00
Snow Removal	\$1,844.30		Snow Removal	\$2,750.00
Supplies	\$8,755.25		Supplies	\$6,881.97
Telephone	\$1,559.10		Telephone	\$1,927.00
Tools/Equipment	\$1,903.93		Tools/Equipment	\$413.25
Valentines Ski	\$260.90		Valentines Ski	\$592.06
Transfer to Term Deposit	\$0.00		Transfer to Term Deposit	\$0.00
Total Expenses	\$210,847.35		Total Expenses	\$213,108.50
Surplus/Deficit	\$2,429.86		Surplus/Deficit	\$46,308.41
Total Chequing Acct Balance		\$55,352.20	Total Chequing Acct Balance	\$52,922.34
Term Deposit	\$50,000.00		Term Deposit	\$0.00
NDCU Shares	\$31.62		NDCU Shares	\$31.62
Total Cash	\$105,383.82		Total Cash on Hand	\$63,571.82
Grants (monies allocated)	\$41,812.00			
Total Cash on Hand	\$63,571.82			



Update to Volunteer Discount Policy 2018

PREVIOUS POLICY

2.4 VOLUNTEER DISCOUNT PROGRAM

- 8 hours of volunteer work = \$30 discount
- 16 hours of volunteer work = \$60 discount
- BC Bunny Coach = \$60 discount
- BC Rabbit and Track Attack Coaches = \$90 discount
- More than 40 hours = free membership but member must pay CCBC fees
- Directors = free membership but pay CCBC fees

UPDATED POLICY

2.4 VOLUNTEER DISCOUNT PROGRAM

- Effective beginning **December 1, 2018**, volunteer hours will be accumulated between September 1 and August 31 to align with the NNSC Fiscal Year, for credit to be applied in the membership year immediately following. The exception is Bunny/Rabbit coaches.
- *For example, hours volunteered between September 2019 – August 2020 will receive credit for the 2020-2021 membership year.*
- Volunteer hours are individual and may not be combined or shared between two or more people.
- 8 hours of volunteer work = \$30 discount toward the next season's membership
- 16 hours of volunteer work = \$60 discount toward the next season's membership
- Brushing: all hours credited at 2x. ie, 4 hours worked = 8 hours volunteer time
- More than 40 hours = free membership in the season following the year of service. Member must pay CCBC fees.
- Directors = free membership in the season following the year of service. Member must pay CCBC fees.
- BC Bunny/Rabbit Coach = Reimbursement for one child's program fee at the end of the season that the volunteer time occurred. Required training course fees will be reimbursed.