**Board members**

Present: Jen Chapman, Barb Guillon, Anne Harfenist, Kira Hoffman, Ali Howard, Susan Kinkela, Brandin Lilgert, Steve Osborn

Unable to attend: Hillary Clark, Sarah Sacharoff, Stephen Wickham

Guests: Kelsey Stasiuk, Jan Wengelin

Meeting started at 19:05

**1) Minutes of Last Meeting**

***Motion:* Ali moved to accept January 23 draft board meeting minutes; Susan seconded. Approved.**

**2) Directors Reports**

**Barb**: Treasurer (financial reports emailed by Steve O. Feb. 25)

**Steve O:** Nordic Centre (emailed Feb. 24)

General Nordic Centre doings

**Grooming:** Jan and the grooming crew have been dealing with challenging weather conditions. Prior to the most recent snowfall, there have been 5 snowfalls that were followed by wet/warm periods. Enhanced maintenance is paying off with less machine downtime. We have lost some operator capacity since the beginning of the season. We will work toward having additional PB operators and snowmobile operators for next year.

**Liaison with partners**: Productive and cooperative discussions this month

* with RSTBC about new trail proposals and operating plans,
* with Office of Wet’suwet’en about trail proposals and general engagement with Wet’suwet’en, especially Casyex house
* with Wetzin’kwa Community Forest regarding Resource User Group, LIDAR data, fire hazard treatments, etc.

**Miscellaneous:** Lots of work on fine tuning our financial books. Also lots of research and discussions about future tracksetter options. Removed Club’s trail karma fundraiser from TrailForks and kiosk sign.

**Susan:** Membership (emailed by registrar Feb 18)

* Susan thanked Liz O., registrar, for all of her help this year

***Action Item: all directors*** *to think about permanent passes and let Susan know if any ideas*

**Brandin:** Communications (no report)

**Position open:** Grants & Sponsorships

**Ali:** Events (emailed Feb 26)

-- Family Day on February 19 was well-attended and very well-received. Jill & Peter Kraus generously loaned their rental fleet to anyone who wanted to use it. Smithers Community Services Association's ELMS program brought up over 30 people, most of whom had never been on snow before, but all of whom were smiling & enjoying themselves. The next day (Monday) I observed that there were no more passes at the lodge because people were asked to wear a free one for insurance purposes -- is there a solution to this? I'm fairly certain no one was checking people for free passes at the lower parking lot, so are we sure this is an insurance requirement? If so, we do need ticket attendants on this day even though tickets are free.

-- the Race Committee successfully hosted the Chris Dahlie Open & Teck Northern Cups #7 & #8 on February 25 & 26. Despite some minor issues with timing equipment on the first day (we need to replace at least one Summit timer), both races started on time, had sufficient volunteer numbers, and were enjoyed by the athletes. The new timing clock worked as advertised and the new starting system worked seamlessly for the interval start. Ski Boosters provided great catering services on Saturday for both volunteers and racers.

-- planning is underway for the Loppet on Saturday, March 18.

**In response to a question about why visitors at the Family Day event hosted by McBike needed tickets:**

* Our insurance asks us to ensure that everyone has a ticket, but we are still covered if not.
* Suggestion to find volunteer to hand out tickets next year.

**Sarah:** NSDP (emailed Feb. 24)

- Denise will be Program Coordinator again next year

- Sarah is writing an ADP Parent and Athlete Manual for next season.  ADP needs to be more clear with volunteer expectations on signup.  Revelstoke Nordic generously sent us theirs to modify for our uses.

**Grants**

- Denise will do BVCF Ski S’kool grant reporting in the next month or so

- Steve Wickham will do Gaming Grant, NWSDA, CCBC grant reporting due in the next couple months

- Steve Wickham will do application for Gaming Grant.  Discussions underway around including a minor capital or capital acquisition grant with this.  Ideas for what to ask for: radios for events, floor for wax hut

**Ski S’kool**

- well underway

- Denise ordering a couple new pairs of skis to round out fleet (sizes we needed extras of)

- has been a bit challenging finding coaches.  Always seems to work out but quite a bit of work for Denise.

**Master’s Drop In**

- well underway

- led by Cobie Oliemans

- I’ve heard rave reviews

- I encouraged Cobie to set up another clinic for her coaches for next year if interested.

**Masters Performance**

- seems to be going well

- Andrew has been absent from a number of practices b/c of being away at races but sends workouts or finds fill ins.  Our preference is fill ins. (Ryan C, David Doogan-Smith)

- NSDP will discuss ways to potentially make more spaces for Masters Performance Athletes given the interest shown.  I have a copy of the wait list.

**ADP**

- chugging along

- starting to discuss end of year wrap-up events.  Plan is to end season on March 21 ish.

- Denise and Sarah will start preparing details for summer program registration.  Waiting for next coaches meeting to get details on what we will be offering.  Plan is to start registration in April.

- when to have Summer Camp weekend is under discussion.  Mid August doesn’t seem like a great time because of so many folks away.  (snow camp had ~65, summer camp < 20)

- signup for ADP duties next year.  Plan to have a registration period mid Nov-midDec where parents can sign up for their required volunteers spots.  After that, if not signed up, we will randomly sign them up for spots not filled and freeze signup.  After that it’s that parent’s responsibility to find a fill in if that time doesn’t work for them.  This year has been tons of volunteer time monitoring signup.

**ADP Racing**

- very busy race season.  So far wonderful turnout for races.  At least 21 athletes in Revelstoke.  27+ expected at BC Champs in Kelowna next weekend.

- Ava Wimbush and Finlay Gagnon are planning to go to Nationals.

- Ava Wimbush is going to the Canada Games in PEI

- Inrerior News published article about Whister BC Cup 1 and article about Revelstoke BC Cup 2 is in prep.

**Anne:** Secretary (emailed Feb. 26)

* Connected interested dog trail volunteers with each other; group will need to self-organise; no board member in group; we'll see how it goes.
* Prepared a draft blurb on the skid steer to meet some of our obligations to funders.

**3) Action Items from Previous Meeting**

* ***those directors who have not already done so*** *to prepare job descriptions – some still outstanding*
* ***Anne*** *to organise tracking system for sponsorships and grants – done*
* ***Susan*** *to let board know how many people opted for the discount during registration – done (in Liz’s summary)*
* ***Jen*** *to set up Nordiq Canada fundraiser - done*
* ***Brandin, Jen and Kira*** *to work on communications wrt fundraiser - done*
* ***Steve*** *to follow up on TrailForks notice on kiosk and remove if hasn’t generated donations - done*
* ***Anne*** *to connect dog trail volunteers with each other and lay out process for moving ahead with trail direction change - done*
* ***Susan*** *to provide recommendation to board sometime within next month or two – not yet done*
* ***Sarah*** *to contact registrar to see whether volunteer list issue is easily corrected – not mentioned at meeting*

**4) New/Continuing Business**

1. Shine Together

* Received clarifying message from Lisa
* Board is supportive in general
* Too late to organise an event this year

***Action Item: Jan to connect with Lisa***

1. Financial Status

* Financials now up-to-date
* Nordic Centre projecting small surplus; assumes wax hut floor repair (~$10K)
* Of the 4 categories of expenses that Steve O. mentioned in his email, agreed that tickets and maps should be moved to Nordic Centre, but other 3 should remain in Club

c) Sponsorships

* In general, sponsors keen on trails and equipment/work to make trails better
* In general, not as interested in programs
* Clear not want to support athlete travel

***Action Item: Jan*** *to send out thanks for support indicating in general what was accomplished*

d) Partners & User Groups

* Meeting with Community Forest
* In end, other user groups okay with adventure trail

e) Engagement with Wet’suwet’en

* Met with Leanne Helkenberg, referrals coordinator for OW
* Board discussed potential further engagement e.g. invite house leaders to lunch, e.g. open door for house group if family wants to participate

f) Tracksetter Funding

* Lots of discussion
* Need to keep looking at grants because need base amount before can start looking at specific machines
* Need to have $150,000 in bank
* Gaming Capital Grant and BV Community Foundation are 2 possibilities
* Could go after cheaper machine sooner
* Question about tracksetting standards: single track vs. double track; if survey members about this, phrase it along the lines of ‘Here is the situation …… Are you okay with a single track’

***Action Item: Anne*** *to contact members who noted that they would be interested in helping out with grant writing to see if might want to work on either of the above grants this year*

***Action Item: Jen*** *to see if bank loan is even a possibility*

Meeting adjourned 20:55

Next board meeting: Mar. 21