**Board members**

Present: Jen Chapman, Barb Guillon, Anne Harfenist, Brandin Lilgert, Steve Osborn, Sarah Sacharoff, Stephen Wickham

Unable to attend: Ben Forsyth, Ali Howard, Jill Krause

Meeting started at 19:30

**1) Minutes of Last Meeting**

***Motion:*** Ben moved (by email in August) to accept the July 28 draft board meeting minutes. Approved.

**2) Directors Reports**

**Barb**: Treasurer (no report due to ongoing financial restructuring)

**Steve O:** Nordic Centre (emailed Sept. 22)

Jan has been working part-time as needed throughout the non-skiing season. It has been great to have an active GM to keep momentum on projects, maintenance and prep for the new season.

**The new snowmobile shed** (open building attached to the new garage) will be completed this fall. Our contractor Ted Nugent has the materials and will complete the siding and soffits when he has a break from other work. Ted will also inspect the foundations on the old shed and will reinforce as needed to last the winter. Our gas-tax-funded **upgrades to the old shed foundations** will be done next spring.

**Wax Hut Problems**: Jan and volunteer Tim Penning took a close look at the flooring problem in the Wax Cabin's storage room. They decided to break up the floor to gain access to the crawl space. They found extensive rot on the majority of floor joists and the centre supporting wall. Despite the building being fairly new (2008) there is no access to the crawl space, there is no ventilation, no vapor barrier on the dirt floor. Jan has consulted our local experts and has a plan to install vents ASAP and will get quotes to replace joists and supporting wall in the spring/summer. Until we have quotes, I am budgeting up to $10,000 for this new project.

**Telus Fibre Internet:** Jan has been in contact with Telus. They completed bringing the fibre optic cable to the lower parking lot and they have/will attach cable to the pole with the transformer by the PB garage. Dominic Bernadin (the skier and Telus employee who initiated the project with Telus) will contact us around October 12 to set up and connect to infrastructure.

**Fall Work Bee:** With great communications and signup help from Brandin, Jan reported before the work bee that 43 bees signed up for tasks. Jan can provide an update on what kinds of things were accomplished.

**Corrected offer for the Quad**:  Apparently there was a misunderstanding about the initial offer from Evergreen. The written offer that arrived recently was to take the quad back and give us $13,000 trade-in credit toward the Skandic, not the full cost.   Jan pressed for a better deal and now their final offer is $15,000 trade-in credit.  Given the lower-than expected credit, I am asking for feedback from the board. In theory we could hold onto the quad and wait longer for a replacement power steering control unit and central control unit. Jan can provide the board with additional information and the possibility that we could get it working. Subject to board feedback, I am inclined to take Evergreen's trade-in offer and over this winter re-examine our small fleet needs.

Financial info and implications: The quad with tracks cost us about $23,000. Before the trade-in credit, the quote for the new Skandic was about $18,000 including fees and taxes. We already paid a $1000 deposit and we can probably get a $1,200 commercial discount. We are selling the Bear Cat and that $2000 will be applied to the Skandic. So if we accept Evergreen's offer, the new Skandic will not require any funds from the infrastructure reserve.

**Proposed Adventure Trails:** Kevin Kriese and Ryan Chapman had a field trip on September 20 with representatives of BV Naturalists, BV Backpackers and RSTBC. Kevin reports that it was "a pretty constructive meeting". Kevin and Ryan feel that they have a way to put in a trail that meets the needs of our kids while avoiding any crossing of the nature trail by grooming equipment. Kevin will provide the board with a package in a couple weeks after he returns from a trip.

**Nordic Centre Budget**:  A budget was attached budget includes numbers from two previous years along with some working notes. Project budgets are incomplete – mostly just showing revenue sources.

**Jill:** Membership (no report)

**Brandin:** (no report)

**Position open:** Grants & Sponsorships (no report)

**Ali:** Events (emailed Sept. 24)

* -- drafted 2023 budget for Events
* -- Womxn's clinic will once again be organized by Ally Dick & Julie Naismith; fee increase to $60 for members proposed; date tbd (either January 23 or 30).
* -- Karen Miller has done an excellent job so far organizing the Cansi course for coaches of adults. Participation from male coaches is abysmal (all those enrolled are women) -- this is something we may want to discuss in the future.
* -- Sue Harrison has once again stepped up to organize the Tour de Treat (date tbd)
* -- confirmed with Cobey Oliemans that she will once again organize Masters drop-in lessons before remembering that this is no longer the purview of Events, but NSDP. Can someone from NSDP please liaise with Cobey going forward?

**Sarah:** NSDP (emailed Sept 25)

NSDP registration

* increasing fees by 3% and wax is now included as part of fee
* registration should open beginning of Oct

ADP

* setting fall dryland and winter training schedule
* have list of races that we recommend (and will have wax team at) for racers
* Andrew attended club’s day

Masters

* increasing capacity to 16 adults
* increasing price to $550, wax included
* more training opportunities, invite to Tuesday time trial, one on ones, start earlier in the season

Parent Meeting Sept 27

* volunteer duties, practice times for each group, sign up for volunteer roles, fees for this year, code of conduct for parent and athlete, race schedule

Upcoming Events

* Snow Camp Dec 9-11

Upcoming Fundraisers

* ski swap Nov 4-5
* Virtual Auction (month of Nov?) led by M. Nisbet

Coach Training

* Denise organizes
* L2T Dryland Oct 21-23
* Community Coaching Dec 2-4
* L2T On Snow Jan 13-15

Grants

* KalTire (Denise & Andrew)
* ViaSport for Coach Development (Denise)

**Anne:** Secretary (no report)

**3) Action Items from Previous Meeting**

* ***those directors who have not already done so*** *to prepare job descriptions – some still outstanding*
* ***all directors*** *to participate in identifying our priorities for the surplus (by email) - done*
* ***all directors (if relevant)*** *to put together proposed budget for next season that follows new financial structure – unable to complete without new financial structure but all draft budgets have been circulated*
* ***Anne*** *to prepare membership budget - done*
* ***Anne*** to circulate updated draft of private lessons policy for board approval - done
* ***Jen*** *to ask Jean whether it is possible to get a CPA-prepared financial statement for FY2022 earlier so that we can access our outstanding grant. - done*
* ***Anne*** *to get list of sponsorships from Jan - done*
* ***Jen*** *to look into fee increase – done*
* ***Jen*** to check into grant on club’s behalf for fall application period – in progress: Jen sent request to Community Forest
* ***All*** ***relevant directors*** *to write out process for assessing new projects/events for their area* (no deadline set – early in upcoming season?)

**4) New/Continuing Business**

**a)** Date for AGM

* October 23 at 2:30 at the Nordic Centre

**b)** Search for Club President

* Provide accurate description of role
* Post on home page of website

***Action Item: Anne*** *to write draft blurb for website*

**c)** Trail fees

* All agree with need to raise fees to cover operating costs and be able to put aside money for replacing the PistonBully; some disagreement as how to do so
* In general, idea to raise trail fees for adults and youth; not raise day pass cost; add fee for ages 6-8
* Able to raise price of season’s pass without approval from RSTBC; do need permission to raise price of day pass
* Offer one year only discount “coupon” in a way that ensures anonymity
* Will need to explain increase to membership: no increase for over 10 years, not covering cost of equipment, committed to certain trail standard
* Will need to explain “coupon” to registrants

***Action Item: Jen*** *to circulate motion for vote*

**d)** Budget

* Expecting new financial structure in a week or so
* Not expecting significant increase in fuel costs because the tank was not full at the beginning of the season last year
* Budgeting $10K to repair wax hut; hoping that it will cost less than that
* Discussion about quad: may never be able to use the quad if part never arrives

**Steve O.** moves to accept the quote of $15K trade-in value for quad to go toward new Skandic. Approved

**e)** Status of potential board recruits

* Clarified status of all but one of those who indicated possible interest

***Action Item: Anne*** *to contact Ali about remaining name*

***Action item: Brandin*** to write blurb for box on home page of website recruiting new board members

Meeting adjourned 21:17

Next board meeting: AGM October 23