



ANNUAL GENERAL MEETING  
2016/2017 Annual Report

JUNE 27, 2017

## **President's Report**

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**Chris Joseph, President**

The Yellowknife Ski Club (YKSC) continues to provide high level programs for Bunnyrabbits, Jackrabbits, Track Attack, High Performance, Go Ski and Biathlon programs. Such programs for youth remain at the heart of any sport and the YKSC continues to serve its membership well with high quality programs.

The success of our programs continues to rely on the caliber of our volunteer coaches. From year-to-year, our coaches train for, certify and upgrade their coaching certification, prepare lesson plans, train and provide skill development to athletes, assist with trips, fundraising, equipment selection and waxing.

Our chalet and ski trails also provide a key opportunity for winter recreation for Yellowknifers and helps maintain a strong sense of community in the city. Through our programs and events, YKSC members experience one of the most vibrant and active communities in the North.

The YKSC has faced significant challenges over the past few years that will need to be addressed moving forward, including declining membership numbers, aging equipment and a shortage of volunteers. As a not-for-profit organization without any paid staff, the YKSC relies entirely on members to participate in decision making, carry-out trail maintenance and lead youth programs. For the YKSC to remain a vibrant and active community we require our members to become more involved in all facets of the club's operations.

Despite these challenges, the YKSC Board of Directors and a core set of dedicated volunteers were able to achieve a great deal over the past year. Such achievements included completion of the new grooming shed, conversion of the chalet to a pellet boiler system, installation of high efficiency lighting in the chalet, and installation of a new tent and stove at our Banting Lake facility.

We have also started a major renovation of the YKSC chalet. For many years, the need to renovate and improve upon the functionality of the chalet has been a pressing issue for our members. The Board has responded by approving an ambitious plan that we hope will significantly rejuvenate the facility and invigorate the local ski community.

Moving forward, as we continue to improve and expand opportunities at the YKSC, I encourage all members to seek out ways they can contribute to the continued growth and prosperity of our community.

## **Trails Report**

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**No director, Chris Joseph reporting**

Without a dedicated Trails Director this year, it has been challenging to coordinate and support routine trail work. Access to quality and well groomed trails are fundamental to the continued success of the YKSC and a lack of volunteers left us particularly vulnerable to the burden of increased snow fall and mechanical issues with our grooming equipment. It was only through the hard work of a core group of dedicated volunteers that we were able to overcome these challenges.

Our summer crew was led once again by Brian Latham and included Brian Render, Bob Gamble, Rocky Rothwell, Danny Enright, Irene Enright, Geoff Graves and Bob Reid. Additional support was also provided by Robert Tumchewics and Geoff Furniss who chipped and hauled brush. The summer crew plays an important role in repairing and improving the trails and facilities, and we are again very grateful for their efforts.

Under the leadership of Julie Ward, we were able to replace the tent and stove at Banting Lake this year. The Banting Lake facility is a very special part of the YKSC that provides a unique opportunity for our members. A special thanks to Julie and her team of volunteers that helped to update the facility.

It is also important to recognize John Stevenson and Geoff Furniss who coordinated the fall clearing and winter grooming. Geoff Furniss, John Buckland and Rob Tumchewics volunteered countless hours to grooming and equipment servicing. Groomers Paul Guy, David Speakman, Ed Hoeve, Steve Reitsma, Jim Strowbridge, Bruce Look and Trena Heseltine also contributed many hours to maintaining the trails throughout the season.

In response to the challenges we faced this year in maintaining the trails, the YKSC Board has taken steps to increase funding to snow mobile repairs and has been successful in recruiting two new members to the grooming team (Colin Morris and Mikael Turgeon). We also anticipate continued gains from access to the new grooming shed that was completed this winter.

## **Secretary's Report**

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**Toby Kruger, Secretary**

The YKSC Board held regular monthly meetings this past year, and more frequently as necessary to address significant items like the Chalet Renovation project. All Board minutes are posted to the website under the "Governance" tab,

and I would encourage members to review the minutes to learn more about the work of the Board.

A significant initiative of the Board this year has been the Chalet Renovation project, as detailed elsewhere in this report. The Secretary worked with other Board members to ensure that the Board's policies (in particular the Financial Management Policy, Board Governance Policy, and Chalet Reserve Fund policy) and the YKSC's Constitution and Bylaws were respected throughout this process. In particular, the Secretary noted the requirement for the Board to seek the membership's approval for a loan to finance capital improvements, which will be sought at the 2017 AGM.

Another item that occupied much of the Board's work in fall 2016 was the proposal by Yellowknife Event Rentals to use part of the YKSC grounds for their events tent. After much deliberation, YKSC and YKER were not able to reach an agreement. Should any such proposal be put forward in the future, close attention will need to be paid to the requirements of the YKSC lease, which is a sub-lease from the City of Yellowknife. The head lease is between the City and the Commissioner of NWT.

This year also saw the Board award John Stephenson, a long time Board member and past-President of the YKSC, with lifetime membership. John is only the fourth member to be bestowed with this honour – congratulations John! Lifetime members are listed in Appendix A to the Membership Policy, which is available (along with all other policies) on the YKSC website.

The Secretary also organized the sale and promotion of YKSC toques this past year. Membership was very enthusiastic and we encourage members to sport their toques as often as possible in support of the club.

The YKSC has maintained its *Societies Act* filings, lease payments, and other administrative requirements up to date. The lease for the Banting Lake Tent is up for renewal this year and we will ensure that it is maintained. The Secretary is also reviewing the club's vehicle and building insurance requirements and will make arrangements, in consultation with the President and Treasurer, to ensure the YKSC's needs are being met in the most cost effective manner.

Looking forward to next year, if elected to another term, the Secretary intends to further work on Board governance initiatives, including updating the Fundraising Policy, introducing a policy regarding donations of use of the Ski Club Chalet, and working with the President to consider the YKSC's strategic plan.

## **Events and Programs Report**

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**Kerry Wheler, Director of Events and (acting) Programs**

Thanks to all the participants and volunteers for another great season! Here are all the events the ski club hosted during 2016/17 season:

Sept 30 – Oct 2 – “Learn to train dryland” coaching workshop (19 hour course for coaches who have completed CC course)

Nov 4 – Ski Swap Drop-off

Nov 5 – 10am-1pm Snowshow

Nov 17 – Wax and Wine Soiree

Nov 20 – ICC “Introduction to Community Coaching” ski coach workshops (10 hours)

Dec 3&4 – Trail Grooming Clinic

Dec 11 – Potluck Dinner and Ski with caroling sing-along

Jan 8 – Potluck Dinner and Ski

Jan 15 – World Snow Day “Get Active”

Feb 10-12 – CC “Community Coaching” workshop

Feb 12 – Valentine potluck dinner and ski / NWT Ski Day (“Get Active”)

Feb 25 & 26 – Yellowknife Ski Races

Mar 12 – Potluck Dinner and ski

Mar 17 – “Get Active” St. Patrick’s Day Ski

Mar 18 – Frostbite 50

Apr 2 – Yellowknife Gold Loppet sponsored by TerraX

June 27 – Volunteer appreciation BBQ & AGM

### **Snow Show**

The Snow Show is the day to learn about Club programs, buy memberships, visit the ski swap and the Overlander Sports booth. There is a silent auction which is a significant fundraiser for the HP (High Performance) team. Track Attack sets up a canteen with chili & treats to raise money for their program, and there is a bake table for general club revenue.

### **Wax & Wine Soiree**

The Wax & Wine kicks off the ski season with wine, good food, and good company while your skis are waxed by the High Performance team. It is a wonderful way to start the season and enjoy time with other outdoor enthusiasts!

### **Potluck Dinner & Ski**

Held the second Sunday of every month, the potlucks provided a chance to share food and company before or after a ski on the trails. Families with children

often shared child-minding while adults would alternate on longer ski loops. The December Potluck featured carolling after dinner.

### **Trail Grooming Clinic**

Trail Grooming Clinics are held early each season to train new and returning groomers. New groomers are always welcome.

### **World Snow Day**

World Snow Day is part of the global campaign by the International Ski Federation to celebrate winter. The YSC partnered with The NWT Recreation & Parks Association's "Get Active" program to provide a free pancake breakfast from 10-1 and free trail fees for the day. Skis & snowshoes were provided by J.H. Sissons School (made possible by John Stephenson). This event was very well attended by both members and non-members.

### **ICC (Introduction to Community Coaching) and CC (Community Coaching) Courses**

These courses are part of CCC (Cross Country Canada) to provide training to people who are interested in coaching the Bunnies & Jackrabbits Programs (approx. ages 4-10). People of all ages are encouraged to share their enthusiasm for outdoor activity by taking these courses and joining the coaching team to help get kids outside.

### **Yellowknife Ski Races**

The Yellowknife Ski Club hosted an open event for skiers of all ages and abilities in February. Participants in the Jackrabbit, Track Attack, & High Performance programs were all strongly encouraged to participate, as well as anyone else! This annual event gathers various programs and people together at the club in a fun, celebratory way. Every skier was awarded a cookie medal at the finish line, lovingly baked by some of the HP skiers. The Saturday classic event was a smashing success with the temperature above the CCC cut-off for racing for all ages. Coffeelicious was set-up in the chalet to serve gourmet coffee. Unfortunately the free-style race on Sunday was cancelled due to colder temperatures. One-of-a-Thai was cooking in the kitchen that day, however, and lunch was enjoyed along with recreational skiing in the sun on freshly groomed trails. In future years, we will continue to host the event at the club regardless of whether it is warm enough to race.

### **Frostbite 50**

In partnership with the Yellowknife Multisport Club, the Frostbite 50 was another huge success this year. This 50 km ski and snowshoe event follows snow machine trails for the ski club to Walsh Lake and Prosperous Lake in five stages. It

is always very well attended with around 80 skiers and runners. Thanks to Tim Ensom and Jill Vaydik for their leadership in organizing this event!

### **Yellowknife Gold Loppet, sponsored by TerraX**

The 39<sup>th</sup> annual loppet had a new sponsor for 2017! TerraX has teamed up with the YSC to continue to offer a unique loppet experience of groomed trails on the wilderness route starting at Vee Lake. Warm temperatures just before the loppet created extreme grooming challenges but our dedicated team rose to the challenge by grooming in the middle of the night! The result was a beautiful track, enjoyed by nearly 300 participants. Apres-ski chili and coffee was hosted at the Chalet. Chili was catered by K'alemi Dene School and Kathi Woodward made her classic 100 dozen cookies. Thanks to Damian Panayi for continuing to organize this important event, the many volunteers that make it possible, and for TerraX for providing ongoing sponsorship.

### **Get Active events**

The NWT Recreation & Parks Association provides funding to offer free events to promote recreational activities. Trail fees were waived on these days and refreshments and draw prizes were available in the chalet. Our Get Active events 2017 were: Jan 15 World Snow Day, Feb 12 NWT Ski Day, Mar 17 St. Patrick's Day Ski.

### **Volunteer Appreciation BBQ**

As a thank-you to members, the YSC hosts an annual volunteer appreciation event to celebrate the success of the season and the people who make it happen. Volunteer recognition awards are given in the following categories and the 2017 award recipients are: Wooden Ski (long service) – Kathie Woodward; Double Poler (outstanding adult) – Damian Panayi; Stellar Snowflake (outstanding youth) – Ella Kokelj; Herringbone (outstanding company) – Weatherby Trucking Ltd.

### **HOW TO GET MORE INVOLVED**

**The Events Director is looking to have a team/committee to make events happen! If you are interested in taking on a leadership role for a particular event, that would be wonderful. Please contact [kerrywheler@gmail.com](mailto:kerrywheler@gmail.com).**

### **Program Report**

#### Ski Parents

The ski parents program was less active this season. In years where there has been more coordination, this program has provided a wonderful opportunity for parents to take turns skiing and caring for each other's children.

### Jackrabbits

Jackrabbits had 40 registrants and Bunnyrabbits had 20. Lessons took place Saturday afternoons from 1:30-3:00pm from November 26 to April 8. Each class had a coach and an assistant, and level 2 had 1 or 2 extra coaches since it was a large group. Bunnyrabbits were each accompanied by a parent. This year there were 15 lessons, including a ski-athon and 1 destination ski to the fire pit on Marten Hill. All Jackrabbits and bunnies were also encouraged to participate in the YK races. Lessons were not cancelled due to weather, but rather, a "cold weather routine" was implemented to reduce time outside on cold days. Parents took turns volunteering to prepare the canteen each week which offered hot chocolate, wraps with cream cheese & jam, and oranges & bananas.

The Blachford Lake Lodge Spirit Awards were given this year to:

Bunnies – Holland Van Overliw

Level 1 – Peter Kanigan, Matsu Robson-Hamilton

Level 2 – Sula Ray, Emily Lothian

Level 3 – Hunter Webb

Level 4 – Zach Young, Benjamin Lothian

The Ron Seale coaching award went to Kerry Wheler. This year's coordinators were Monique Robitaille, Kerry Wheler, Peggy Holroyd.

### Track Attack

2016-17 was another busy year for Track Attack, with 30 skiers split into 3 squads. Our season started with dryland training every Saturday morning from September to November, and added in weeknight practices on Tuesdays and Thursdays following Snow Show. We have continued with the Squads introduced last year, and are finding it helpful in developing skiers abilities.

We attended the Alberta Cup races in November, the Fort Smith Invitational in January, the Alberta Youth Championships in Bragg Creek in February and PTUBs in Hay River in March, along with the Yellowknife Invitational. Other events this year included our annual kickoff sleepover in November, and year



end wrap up Olympics, which ran for an entire week, and culminated in a marathon ski across Yellowknife Bay. On the coldest practice days, we ran indoor sessions, including fitness dodgeball, strength intervals and beep tests.

We welcomed three new coaches this year, Eric Reed, Amanda Johnson-Dunbar and Dave Mahon, to join our complement of returning coaches Lara Mountain, Jeremy Armitage, Tim Ensom and Julie Ward. A big thank you to all the coaches for their time and commitment! We also had fantastic support from parents, who once again ran the Saturday lunch program - a special thank you to Shawn McCann for coordinating lunches again this year.

Stephen Dunbar - Head Coach

### High Performance

The Yellowknife Ski Club HP Program kicked off at the beginning on June with 3-4 practices a week of running, roller skiing ultimate and strength. Weekend training camps were also held once in each of July, August and September where skiers participated in activities twice a day on both Saturday and Sunday.

The first official on-snow practice took place on November 1st. We were at the Yellowknife Golf Course as there wasn't enough snow on the club trails yet. We transitioned over to Fred Henne Camping Grounds for just under a month, and then we finally got enough snow to ski on the ski club trails!

Just before we made the switch from Fred Henne to the club trails, thirteen of our fifteen skiers headed down to Canmore for the first races of our season, Alberta Cup 1 and 2. Accompanied by three coaches, the skiers headed down on the Thursday, so that they had Friday to prepare for the two races on Saturday and Sunday. The Canmore ski club is an amazing venue, and has hosted two World Cup events, as well as several Canadian Championships and even the Olympics in 1988! This year, unfortunately there wasn't much snow. The racers had to compete on a 1.8km loop, which, for the older athletes doing longer distances, got quite repetitive.

Only two weeks later, eleven of us were lucky enough to get the chance to compete at Sovereign Lake, about a two-hour drive from Kelowna, B.C. We stayed at Silver Star from December 8 to 11. Adjusting to the altitude was a bit of a challenge for some of the Yellowknife skiers, considering there was an altitude change of almost 1 000 metres! The trails there are really fun to ski on, and consist of going up up up... and then the rest of the course is downhill and flat. Racers from all over Canada attended the race, as well as selected American teams in some of the older categories. It was neat watching the older skiers race!

Christmas is an ideal time to get in good volume training. With no school and lots of down time, the athletes are able to get out for long, easy pace sessions. It does get quite cold, which limits the glide, but we all manage to get out and enjoy

the limited amount of sunshine as best we can. When there isn't much wind, we head out on to Great Slave Lake to add some variation to our 14.5 km of trails.

A few of us had the chance to go to the Western Canadian championships in Whistler, BC during the third week of January. Although we drove to the site in pouring rain, on the last day of the trip there were no clouds and we could see the mountains. Skiing on the 2010 Olympic trails was an inspiring experience; it was some of the fastest snow we've been on all year. We even got to watch some skiers from the national team race! We were proud to work really hard representing the Northwest Territories, and came back with experience that will help us in the years to come.

Over the first weekend of February, nine of our skiers headed down to Ottawa for the Eastern Canadian Championships. Though they stayed in Ottawa, the races were actually at the Nakkertok club, in the Gatineau area. The trails are beautiful, with some long, steep climbs and fun downhill. At these races, there was a 3 km prologue race on Friday that is a shorter distance than the other two races on the weekend. Distances usually vary with age, but the prologue was the same for everyone. It got steadily snowier and snowier as the weekend went by. By Sunday's race, it was crazy! There was snow everywhere.

This year two skiers from HP and six from the Track Attack program represented Yellowknife at the Alberta Youth Championships in Bragg Creek. Track Attack is the younger program at the ski club, so this event is a great bridging opportunity. Highlights of the trip included meeting athletes from other provinces who also love to ski, taking in the supportive atmosphere among all the teams, and racing on fast snow and challenging trails. The entire team moved up in the standings on the second day of competition and we brought home a number of top ten and two top three medals.

We were able to have races in Yellowknife near the end of February! A classic race was held on the 25th. There were lots of younger races as well as older.

Watching the Jackrabbits race was fun, and it was also cool being the ones that they look up to, just as the previous High Performance athletes had been our role models. Every racer that crossed the finish line received a cookie medal, which was pretty exciting, even for us! Sadly, we were only able to have one of the two races, because it was too cold on the 26th to race, but we managed to get out for a nice ski anyway. This event was also the first chance to show off our new warm up suits. A big thank you to **Dominion Diamond** for helping to support this purchase.

For some, this was the end of the racing season while other skiers still had more racing to at the Canadian Championships, Ptubs and Territorial races in Fort Smith. Six skiers headed down to Canmore on March 16<sup>th</sup> for the National Championships for five days of racing over the course of eight days, including a two person team "relay-cross" over a 2km course with jumps, slalom and the

dreaded “escargot”. Yellowknife skiers raced extremely well against more than 100 skiers in each category.

To end off the season, our final two practices had us skiing back to town from Prelude in record time due to awesome crust skiing conditions and then once again showing off our ski ballet skills during our finally scavenger hunt.

A big thank you to all the parents, club volunteers and everyone else for such a great season!

Ella Kokelj  
Tyson Green  
Moir Green

## **Registrar’s Report**

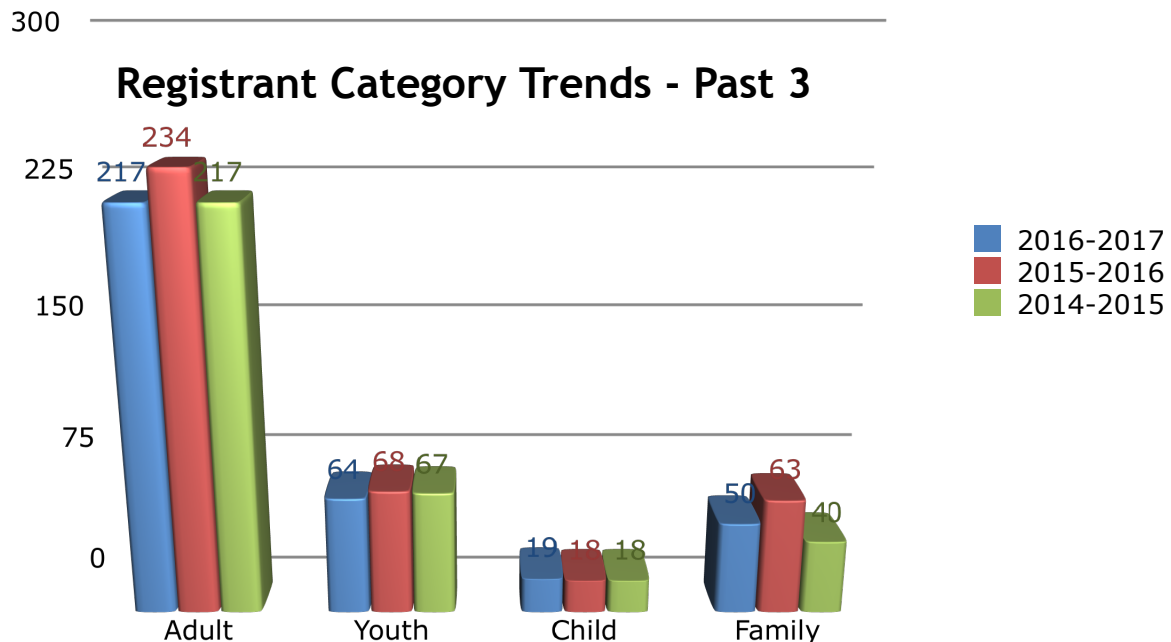
**Mark Cliffe-Phillips, Director of Registrations**

We had 324 members take advantage of the early bird pricing, many using the in person registration available at the annual Snow Show. This is a slight decrease from our early bird registration from the previous year. The majority of registration occurred prior to December this year, with registration dropping off with a cold snap in December. A warmer January saw an uptick in registration, but we still saw an overall decrease in registration from the previous year. The Ski Club saw a total of 504 members register this year, which is a decrease of 58 members from 2015-2016. (See figure below).



The club had 50 family memberships with an average of approximately 4 members per family, along with 217 adult, 64 youth, and 19 children individual regis-

trants (see Figure below). Of those, 58 individuals identified themselves as new members to the club. 10 families and 4 individual members registered as part of our partnership with Joint Task Force North.



## Communications Report

**Lisa Scott, Director of Communications**

Richard McIntosh handed over this position and agreed to stay involved in web editing as needed and general support and has been a big help all year, and Alicia Tumchewics continued with her regular On the Trails Column in the Yellowknifer. The communications position manages club advertising and promotion, public relations, maintenance and promotion of the club's social media outlets, including the website, Facebook page and electronic newsletters, and monitoring of the email account.

Jennifer Luckay provided excellent graphic design for the club free of charge, allowing us to update our advertising and promotional materials throughout the year.

### New email

Due to increasing spam and changes to mail chimp software, Rich started a new email account through webmail (provided by Jeff Hipfner) called [info@skiyellowknife.com](mailto:info@skiyellowknife.com). The former yahoo account was maintained through the first part of

the ski season to ensure that no emails were missed. The email is now just a holding account for past information. It can be shut down at any time.

### **E-newsletter**

Between November and April, an e-mail was distributed to all subscribers on a Mail Chimp e-mail list approximately twice a month. This “e-blast” replaces a hard copy newsletter and enhances information on the website. It updated membership and other interested individuals and organizations on events and activities related to the Ski Club and its members. While the previous communications team felt a weekly e-blast was appropriate, I chose to send one as news allowed, so as not to spam our members accounts. The newsletter is mirrored on the Facebook page.

### **Mail Chimp email list**

It was decided that a members-only distribution list was needed this year. After consideration from the Registrar and Secretary about concerns regarding consent to the newsletter from members, two lists were created and maintained through Mail Chimp, a bulk list of 772 general subscribers, and a members only list updated throughout the season. The latter list helped us reach out to members only for important issues such as the renovation survey, sending of the door code, etc.

### **Photography**

The club’s photography stocks were in need of an update this year, and Steve Schwarz let us know that he was no longer able to take complimentary photos for the club after many great contributions. Ray Chaisson Photography was commissioned to take a series of photos for the club to be used for social media, advertising and promotion. These photos are on the club’s Flickr account for future use and may be requested for use by board members, coaches, etc as needed. Their predominant use is for advertising and marketing.

### **Updates**

The club brochure was updated and redesigned by volunteer graphic designer Jennifer Luckay in the fall of 2016 and overseen by Rich. 500 copies were printed. The new look and feel was carried over into all advertising and promotion.

### **Social Media**

The Yellowknife Ski Club Facebook site has 398 followers, up from 164 the previous year. The Twitter account is maintained by the Trails Committee and is used for the purpose of sending out trail updates. It has 323 followers.

### **New Initiatives**

Looking ahead to the 2017-18 season, a membership drive should include a heavy marketing campaign planned in September and rolled out prior to the Snow Show and into December to address the decrease in membership.

## **Grants and Fundraising Report**

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### **No director, Tania Hercun reporting**

The ski club had a great fundraising year and gathered support from local business, members & government agencies. Our fundraising efforts were focused on gathering financial support to purchase new high performance racing suits, to find a new corporate sponsor for the loppet, and to initiate a project to revitalize the chalet.

Dominion Diamond's contribution of \$7,500 allowed the ski team to purchase new racing and warm up suits. The ski club signed a three year loppet sponsorship agreement with TerraX Minerals (\$5000/year). In the spirit of Canada's 150 birthday, the ski club received an infrastructure improvement grant spanned over two years (\$133,000) from the Government of Canada to renovate our chalet. In addition to the federal grant, the ski club also received \$20,000 from the Arctic Energy Alliance to install a new pellet boiler to heat the chalet; a component of the chalet improvement project. The City of Yellowknife continues to support the operations of the ski club and provided \$20,000 as per our three year contribution agreement.

As well, an unexpected donation to the club was received at the end of the season. Yellowknife Chrysler donated a snowmobile to the ski club to help us with our grooming needs in 2017-18. The donation will be finalized in 2017-18.

We would like to take this opportunity to thank our sponsors for their continuous support. Listed below are our 2016-17 sponsors.

<b>2016-17 Yellowknife Ski Club Sponsors (As of April 30, 2017)</b>	
<b>Gold +\$10,000</b>	
City of Yellowknife	CANNOR
Arctic Energy Alliance	

**Silver +\$1,000**

Dominion Diamonds  
TerraX Minerals  
Catherine Pigott  
Overlander

Crowe MacKay  
Weatherby Trucking  
Corothers Home Hardware

**Bronze +\$100**

Stantec  
Signed  
Overlander Sports  
Katherine Woodward  
Myka Jones  
Gerald Enns  
Robert Gamble

Konge Constructions Ltd.  
Yellowknife Rotary Club  
Anna Soininen  
Karin Clark  
Mike Argue  
David Gilday  
Jonny Covello

## **Facilities Report**

**Greg Littlefair, Director of Facilities**

Revenue remained consistent this year. May 1, 2016 to April 30, 2017 revenue was \$25,600, slightly higher than budgeted. Total operating cost for the building per year is approximately \$40,000.

### **Ski Club Facilities Improvements and Maintenance**

Work on the Grooming Shed was completed in the spring. As noted in the Treasure's report we were successful getting funding for a biomass boiler that is now going to heat the ski club and the shed. We are forecasting a \$3,500 savings per year on our heating costs.

We have been working on reducing our electrical costs. We have installed LED lights and changed the main electrical distribution system, thus reducing the number of meters we have on the property and in turn reducing our basic fees by two-thirds.

A committee was formed early 2016 to explore options to make the Ski Club Chalet a more welcoming club to members. The membership approved a \$40,000 loan, allowing a budget of \$270,000 for the renovation. The completed

renovations to the top floor include new paint, removal of the pellet stove, and a new kitchen. The renovation to the members lounge area on the lower floor will be completed in this fall. See enclosed layout.

## **Financial Report**

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**Tania Hercun, Treasurer**

See attached documents