

## Meeting Minutes

### Yellowknife Ski Club (YSC) Board of Directors

Held Sunday, September 4, 2012 at the YSC Chalet

**Directors Present:** Tim Mercer (President - TM); John Stephenson (Vice President - JS); Matt Young (Secretary – MY); and Greg Littlefair (Facilities – GL); Sarah Heaton (Volunteers - SH); Damian Panayi (Events - DP); Brett Wheler (Trails - BW); Steve Schwarz (Registrar - SS); Dana Britton (Fundraising – DZB); Lara Mountain (Programs – LM); and Alicia Tumchewics (Communications – AT)

**Directors Absent:** Kevin Hodgins (Past President – KH); David Brock (Treasurer – DB)

**Also Present:** N/A

#### 1. Call to Order and Opening Remarks by the Chair

The President called the meeting to order at 7:07 pm.

#### 2. Routine Business

##### 2.1 Approval of Agenda

Moved: BW / Seconded: MY / Approved

##### 2.2 Approval of Minutes (as amended) from previous meeting: August 12, 2012

Moved: GL / Seconded: MY / Approved

#### 3. Old Business

##### 3.1 Strategic Plan

TM sought input and views on the updated draft YSC 2012-2018 Strategic Plan. He noted that it is a growth plan. Discussion covered the new performance measures in this draft, and renaming of facilities as the 'Yellowknife Nordic Centre'. DP will collect and consolidate Directors' input to prioritize actions listed in the Annex to the Strategic Plan. TM noted that the next step will be to consult and seek members' feedback on the draft Strategic Plan at the September AGM, then aim to finalize and have the Board adopt it before the New Year, with implementation thereafter.

##### 3.2 Executive Director Proposal

TM summarized a proposed pilot project to hire a YSC Executive Director for 2012-2013, as outlined in a draft position description. The aim would be to advertise and seek applications immediately after the AGM, and have a suitable candidate hired in advance of the Snow Show. TM noted that this is part of the growth agenda outlined in the draft Strategic Plan. Each Director presented their views, in a roundtable discussion of the proposal. Points made included the importance of having a basis to measure the success of the initiative, evaluating the success of the initiative as it is implemented, raising revenue to fund the position in future years, clearly distinguishing Board roles from those of the Executive Director, and only hiring if a suitable candidate applies.

## **Resolution**

**That the President advertise the Executive Director position, substantially as tabled, including the timeline set out therein.**

Moved: DZB / Seconded: MY / Approved

## **4. New Business**

### **4.1 Draft Dog Policy**

TM presented a draft YSC Dog Policy to the Board, which would establish limited dog use of specified YSC ski trails on a pilot basis during the 2012-2013 ski season, with re-evaluation thereafter. TM solicited each Director's views on whether to move this initiative forward, or not, through a roundtable discussion. JS tabled a report in opposition to the proposal. Other Directors also opposed the draft policy due to the incompatibility of dogs and skiers on the existing trail network, but noted that a new dedicated dog trail could be feasible at some point in the future. Other Directors presented views in favour of the policy, noting that allowing dog use of YSC trails could attract new members. TM noted the lack of Board consensus, and no motion to deviate from the existing YSC no-dogs policy was tabled.

### **4.2 Brian Latham Ski Club Sign Proposal**

TM presented a proposal from a member to create a new and prominent YSC sign on the biathlon wall facing Highway 4. The Board is in favour of new and improved signage for the YSC, but sought more detail on the member's proposal. TM agreed to seek further detail from the member.

### **4.3 Report on Ryfan Donor Recognition**

DZB reported on issues and discussions related to past donations to the YSC by Ryfan Electric, and recognition for those donations. Efforts already made and further options to recognize past donors were discussed. As part of a new series, DB will work with Ryfan to prepare an email to the membership outlining the past contributions of Ryfan to the YSC.

### **4.4 Multisport Club Chalet Usage Fees**

GL reported on a request from the Multisport Club for discounted use of the YSC facilities, for two upcoming events. DP declared a conflict on this item. Discussion addressed the need for a consistent approach to rental discounts, the potential value of a longer term relationship with the Multisport Club possibly through a Memorandum of Understanding, and the value of facilitating Multisport Club events at the YSC, especially in the off-season. JS noted that the term of the existing trail user agreement with the Multisport Club has expired.

## **Resolutions**

**That the YSC rent the use of the downstairs of the Chalet, the outside deck, and the washroom facilities to the Multisport Club, at the standard cost of renting the downstairs of the Chalet, for Multisport Club events on September 9 and October 14, 2012.**

**And that the Director of Facilities negotiate a Memorandum of Understanding with the Multisport Club for longer term and regular use of Ski Club facilities.**

Moved: GL / Seconded: SS / Approved

**That the Vice President conclude an amendment of the existing Trail User Agreement with the Multisport Club to extend the term of that Agreement to the end of October 2012.**

Moved: JS / Seconded: BW / Approved

#### **4.5 Annual General Meeting Preparation**

TM noted that AT has distributed an email notice to members regarding the upcoming AGM, and that she will prepare a newspaper advertisement. The agenda will include an annual report, financial statements, and presentation of the draft Strategic Plan. MY will circulate the Directors' reports from the 2012 GEM, for updating by each Director, and inclusion in the 2012 AGM report.

### **5. Roundtable Updates**

**5.1 Trails** – BW reported that he is planning for six to eight weeks of fall trail preparation, and he is still seeking a volunteer to attend to the trail lights.

**5.2 Events** – DP reported that a volunteer Snow Show organizer has been identified, JS will organize the NWT Ski Day and World Snow Day, and an organizer for the Wax and Wine is still sought.

**5.3 Registrar** – SS reported that he met with DP regarding Zone4 registration, and preparations for the Snow Show registration are underway. TM noted that no changes to program fees have been recommended or decided upon by the Board.

**5.4 Vice President** – JS reported that he will be attending an upcoming NWT Ski Division meeting.

**5.5 Grants & Fundraising** – DZB reported that she will be absent from the AGM, the City core grant application has been submitted, and no response has been received regarding a trail lighting grant application.

**5.6 Secretary** – MY reported that the 'governance' page on the YSC website has been updated to include minutes, job descriptions, consolidated bylaws, and policies. MY requested that Directors provide any agenda items, supporting materials and draft motions to him one week in advance of Board meetings, if possible.

**5.7 President** – TM reported on a meeting with City administration, regarding the possibility of a longer term funding arrangement, to be considered by the Board at a future meeting.

**6. Review of Action Items List - Deferred**

**7. Open Discussion – None**

**8. Schedule Next Meeting**

DB expressed interest in having Board meetings on a night other than Tuesdays, but no decision was taken to deviate from the existing schedule:

Annual General Meeting – Tuesday, September 25, 2012 at 7:00 pm

Board of Directors Meeting – Tuesday, October 2, 2012 at 7:00 pm

**9. Adjourn –** The President adjourned the meeting at 9:57 pm.