**DRAFT Minutes**

**Yellowknife Ski Club (YKSC)**

**Board of Directors Meeting**

Tuesday, February 4, 2014

Yellowknife Ski Club Chalet 7:00 pm

Present:John Stephenson (JS), Stephen Dunbar (SD), Lara Mountain (LM), Mark Cliffe-Phillips (MCP), Greg Littlefair (GL), Martin Saidla (MS), Kevin Kodgins (KH)

Regrets: Richard McIntosh, Brett Wheler

Guests: David Connelly (DC), Shannon Hazard (SH)

1. **Call to Order and Opening Remarks by the Chair**
   1. Approval of agenda - SD moved to approve agenda, seconded by MCP. Motion carried
   2. Declaration of conflicts - none
2. **Consent Agenda**
   1. Approval of Board minutes from January 7, 2013 LM moved to approve the minutes, seconded by KH.
3. **Discussion and Decision Items**
   1. David Connelly - TerraX presentation and information on exploration activities near Banting Lake - JS introduced DC and explained how TerraX has been working with Ski Club and other recreational groups, including on trail cleanup initiative. DC discussed history of Northbelt area and drilling program. Explained desire to have drilling program be compatible with recreational use. Noted that drilling program could improve some existing trails and create new ones. Explained regulatory process, including consultation. Explained that TerraX will not conduct drilling in the week before the Loppet or the Frostbite 45. DC asked board to consider writing letter to MACA and MVLWB explaining that club has been engaged and consulted. GL asked what would happen if there was a conflict with Ski Club’s surface lease for Banting Lake Tent. DC explained that parties would have to negotiate a solution and, failing that, take dispute to court. DC explained that ice roads on Walsh/Banting Lakes being used for drilling this winter would be cat roads, not plowed for cars/trucks. Drilling would occur in March-April if permits obtained. Group discussed potential conflicts with Loppet, Frostbite 45. SH will coordinate with TerraX to avoid conflicts with Loppet. JS noted that Yellowknife has a history of mining companies cooperating with recreational groups, and thanked DC for his presentation and engagement.
   2. Shannon Hazard - Loppet planning update

SH explained that she is looking for volunteers for Loppet. SH noted difficulties with budget, and suggested that Loppet might not break even. Noted that purchase of Buffs was not really avoidable, because feedback indicated that participants valued getting ”swag.” Noted that in previous years sponsorship was higher. One option is to start Loppet from club, saving site set-up fees. Also discussed enlisting volunteers to perform overnight security function. Board discussed problem of people starting late and finishing late. Suggestions included being more clear about closing of start line, and closing Jackson Lake checkpoint at predetermined time, after which skiers would not be permitted to continue as part of race.

* 1. Board positions - Interest by current directors to serve next year, identify vacancies, nomination committee and recruitment plans - JS noted that we still need to recruit for volunteer coordinator, and for trails director to replace Brett Wheler. Board needs to strike a nomination committee to recruit to fill vacancies. LM and SD will be stepping down. LM suggested that there should be someone, in addition to program director, to be coaching coordinator. LM will try to look around for potential candidates. MCP noted that there was “interested in board” category on registration form this year and several people showed interest. We do not need to strike nomination committee right away, but should strike nomination committee soon.
  2. Budget 2014/15 - overview of budget planning for next year – Treasurer

KH will approach board members to get their input on budget for next year. LM will talk to coaches. Executive committee will review budget proposals. JS noted that proposals should include amounts for “low-level” expenses (e.g. minor repair, waxing irons, etc), not just major expenses

* 1. Amendment of Membership policy to reflect changes to fees and charges policy – Secretary. MCP, seconded by KH, moved to adopt definition of “Up to two adults and any number of dependents” in Membership Policy as annexed. Motion adopted.

1. **Roundtable Updates**

GL noted that on Fridays people often leave door unlocked. JS asked GL for update on heating costs for Biathlon building. GL also noted that new machines are too wide for certain areas of trail that have tight turns. Board members should look for places where machines have been unable to pass, to prepare for budget discussion on grooming equipment.

KH noted that we are $10,000 under budgeted revenues for the year, with three months to make it up. MCP said that, as far as registration is concerned, we are $5000 under budgeted revenue for membership fees, and $9000 under when program fees are accounted for. KH has received money for CF membership and for TerraX trail cleanup project (the latter being administered in order to distribute to other recreational organizations.

LM – Adult lessons have been very popular this year. LM is also busy recruiting kids to go to races. She received question about refund of program/lesson fees for individuals who have not shown up. JS suggested that, although club policy is to only offer refunds in extenuating circumstances minus a 25$ fee, we offer individuals seeking refunds of lesson fees without such circumstances a full credit valuable for the next season. Other board members pointed out that our fees and refund policies are clear.

JS pointed out that there is discussion of a Travel Policy, which LM will distribute to Board for comment. Also noted that we had a successful World Snow Day, with a good number of people coming out to try skiing and snowshoeing, although not as many as last year. NWT Ski Day is coming up, Feb 16. JS had discussion with Mayor at World Snow Day about service agreement, and about potential conflict with Niven Phase 8 development. Mayor noted that Niven Phase 8 is not on short-term planning timetable.

JS asked board members to consider TerraX’s request to write letter of support, and to provide comments to JS by Friday, February 7. MCP and MS declared conflicts and recused themselves from any discussions or decisions on such a letter.

1. **Schedule Next Meetings**
   1. Next meeting March 4, 2014.
2. **Adjourn**

SD, seconded by GL, moved to adjourn. Motion adopted.

**Yellowknife Ski Club**

**Board Meeting Agenda Item Submission**

**February 4, 2014**

**Title: Amendment of Membership Policy to reflect changes to fees and charges policy**

**Lead: Martin Saidla, secretary**

**Purpose:** \_\_\_\_\_ For Information \_\_\_X\_\_\_ For Decision \_\_\_\_\_ Consent Agenda

**Background**

At its October 1 meeting, the Board voted to adopt the Fees and Charges Policy with a “family” category amended. The Membership policy should be amended to reflect the addition of the family category and the changes to the ages for the youth and child categories.

**Draft Motion**

That the Membership Policy be amended as per the attached table, including changes to definition of youth and child categories and addition of a family category.

**Cost and Budget Authority N/A**

**Policy or Strategic Plan Alignment**

Aligns with Fees and Charges Policy

**Prior Consultation**

Mark with an ‘X’ or otherwise list those people with whom the presenter has already consulted regarding the proposal.

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| --- | --- | --- | --- |
|  | President |  | Vice President |
|  | Treasurer |  | Secretary |
|  | Registrar |  | Director of Facilities |
|  | Director of Trails |  | Director of Communications |
|  | Director of Programs |  | Director of Events |
|  | Director of Volunteers |  | Director of Fundraising |
|  | Past President |  |  |
| Others: |  |  |  |

**Time Required:** 10 minutes

**Supporting Documents or References:**

Proposed table for Membership categories in Membership Policy:

|  |  |
| --- | --- |
| Membership Category | Description |
| Family | Up to two adults and any number of dependents. |
| Individual – Adult | A person 19 years or older |
| Individual – Youth | A person 5 years or older, but less than 19 years. |
| Individual - Child | A person under 5 years of age |