

Meeting Minutes

Yellowknife Ski Club (YSC) Board of Directors

Held Tuesday, June 4th, 2013 at the YSC Chalet

Directors Present: Tim Mercer (President - TM); John Stephenson (Vice President - JS); Kevin Hodgins (Past President – KH); Matt Young (Secretary – MY); David Brock (Treasurer – DB); Brett Wheler (Trails - BW); Damian Panayi (Events - DP); Dana Britton (Fundraising – DZB); Alicia Tumchewics (Communications – AT); and, Lara Mountain (Programs – LM).

Directors Absent: Sarah Heaton (Volunteers - SH); Steve Schwarz (Registrar - SS); and, Greg Littlefair (Facilities – GL);

1. Call to Order and Opening Remarks by the Chair

The President called the meeting to order at 8:10 pm.

1.1 Approval of Agenda

1.2 Declaration of Conflicts – None declared.

2. Consent Agenda

2.1 Approval of Minutes from previous meeting: May 7th, 2013

2.2 Tabled Draft Executive Committee Minutes: May 30, 2013

2.3 Financial Management Policy Amendment – Fiscal Year End.

Moved: JS / Seconded: DZB / Approved

3. Discussion and Decision Items

3.1 Membership Survey Results

MY presented the results and analysis of the 2013 YSC membership survey. There was a very high response rate, with a clear message that people mostly join for the Club trails, they are generally satisfied with the Club and in particular with the grooming, and most members wish membership rates to remain about the same. Some areas for improvement were noted, especially in the comments. The membership survey results will be posted to the YSC website, with the prize awarded and an email notice sent to the membership.

3.2 2013-2014 Budget

DB made a line-by-line presentation of the draft 2013-2014 Budget to the Board, as recommended by the Executive Committee. He reported that the financial statements will be completed by the end of the upcoming week, in time for the AGM. The Budget includes provision for moving the Biathlon program into the Chalet, in order to save heating costs.

LM proposed increasing the total budgeted instructor training expense to \$1,500. Based on the budget, the board discussed the affordability of the proposed new grooming equipment facility. DB noted that there is \$70,000 currently available in accumulated surplus for the project, though there is no significant ongoing surplus available for future debt servicing. He recommended caution in that regard. TM stated that a \$200,000 facility is not affordable.

Resolution

That the 2013-14 Budget is approved as tabled, subject to a \$1,000 increase for program expenses.

Moved: DB / Seconded: JS / Approved

3.3 Membership Policy Update

MY tabled a draft Membership Policy for adoption, noting that the new YSC Bylaws now empower the Board to establish membership categories and fees. Proposed changes include: adding life members as an annex; amendment to the membership year; creation of a new class of 'special competition members' to satisfy insurance requirements; a requirement that YSC members adhere to the Cross Country Canada Code of Conduct; Board authority to gift up to three individual memberships each year; dropping the 'group membership' and 'family' categories; breaking the 'individual' category into 'child', 'youth' and 'adult', to reflect current practice, and creation of a new 'pre-season membership', for summer trail use.

Resolution

That the Membership Policy is adopted as tabled.

Moved: MY / Seconded: JS / Approved

3.4 2013-2014 Event Schedule

JS presented a draft 2013-2014 YSC event schedule for adoption. He discussed the ordering and the rationale for the timing of each event, and that the schedule has been coordinated with the NWT Ski Division. He noted that all YSC events on the schedule will be registered with the NWT Ski Division. DP expressed that it might be problematic to hold ski races in early March due to temperature cut-offs, and he would consider options further. MY proposed that the two Multisport Club events, those being the Frostbite45 and the Run-Ski-Run, be moved into the 'other events' category, to be clear that those are not YSC events, especially until insurance coverage for those events is confirmed.

Resolution

That the Event Schedule is approved as tabled, subject to the Frostbite45 and Run-Ski-Run not being identified as Club events.

Moved: JS / Seconded: BW / Approved

3.5 Bayly Right of Way Agreement

TM updated the Board on the status of the Bayly Right of Way Agreement negotiations, to address use of the road onto the parcel of land adjacent to the YSC lease area. A draft agreement was distributed. JS noted one anomaly on the attached map, which JS said he would address with the City staff who prepared the map.

Resolution

That the President and one other Director are authorized to execute the Bayly Right of Way Agreement on behalf of the Yellowknife Ski Club.

Moved: BW / Seconded: DP / Approved

3.6 Rescind Donations to Competitive Athletes Policy

MY presented a proposal to rescind the Donations to Competitive Athletes Policy. He noted that the YSC donated \$1,000 to a competitive athlete last year, but the Board decided that would be the last year that such a donation would be made. It is not a strategic plan priority, and no funds are budgeted to support a competitive athlete in the 2013-2014 budget, including, AT confirmed, in the communications budget. MY noted that by continuing to publish the Competitive Athletes Policy, the Club is inviting applications that it cannot entertain or support. The Policy could be reinstated in a future year if funds are available. JS moved that the matter be deferred to a future meeting.

Resolution

That consideration of the Donations to Competitive Athletes Policy is deferred to a future Board meeting.

Moved: JS / Seconded: BW / Approved

3.7 Draft Fees and Charges Policy / Membership Fees

MY presented a draft Fees and Charges Policy to the Board. It includes all fees and charges of the YSC in one place, for easy member reference, and Board review during the annual budget cycle. The draft may be reviewed for adoption by a future Board. Included in the draft Policy is a model for membership fees which is revenue-neutral from last year, but without the family membership category. It also includes a proposed fee for the new summer use membership category. The Board deferred decision-making on fees to a future Board meeting.

3.8 Volunteer Recognition Awards and AGM Planning

TM reviewed the proposed volunteer recognition awards and AGM planning with the Board. No Board member objected to the proposed awardees. TM is organizing a volunteer recognition BBQ at 6:00 pm in the biathlon area, to be followed by the AGM at 8:00 pm on June 18th. JS will contact the award recipients, to ensure that they attend, and will distribute AGM notices. TM discussed the status of nominations for Board elections, and asked each Director to approach two people in the coming days. MY asked for all Annual Report submissions by Friday, June 7th.

3.9 Strategic Plan Update

TM deferred a Strategic Plan update to the AGM, due to the late hour.

4. Roundtable Updates

4.1 Treasurer

DB reported that MacKay LLP is prepared to continue providing bookkeeping services to the YSC at a reduced rate as a donation in-kind.

4.2 Programs

No report

4.3 Vice-President

No report.

4.4 Communications

AT reported that she has been engaging with Rich Macintosh regarding his anticipated assumption of communications duties. AT will continue her YSC newspaper column.

4.5 Fundraising

DB reported that a \$1,000 donation has been received from Det'on Cho Corporation, and their donor recognition sign will be posted at the YSC shortly.

4.6 Secretary

MY reported that the YSC shooting range is now officially registered with the Chief Firearms Officer, and that will require that future changes of Directors be reported to the Chief Firearms Officer.

4.7 Events

No report.

4.8 Trails

BW sought direction on the establishment of a pre-season membership fee, but no motion was made.

The Board congratulated and applauded TM for chairing his last meeting of the Board during his present 2-year term as President.

5. Schedule Next Meeting

The President called an Annual General Meeting of the membership for Tuesday, June 18th, 2013 in the YSC Chalet.

6. Adjourn – The President adjourned the meeting at 11:00 pm.

Certification of Minutes as Approved by the Board:

John Stephenson
President

Secretary

Date: _____