

Minutes

Yellowknife Ski Club (YKSC) Board of Directors Meeting

Tuesday, September 4, 2018
Yellowknife Ski Club Chalet 7:00 pm

Round table introductions and welcome

Present: Toby, Tania, Chris R., Chris J., Chris H., Kerry, Sara, John, Diep, Steve, Mark, Alyssa

Meeting Chair - Toby (vp in lieu of president)

1. Call to Order and Opening Remarks by the Chair

- 1.1 prefer to get agenda items in advance
- 1.2 Declaration of Conflicts - ongoing as needed

2. Consent Agenda (approval of past minutes)

- approval of last meeting minutes (May 2018?)
- Need to confirm and approve at next meeting

3. Discussion Items

3.1 Welcome new Board (Toby, 20 mins)

3.2 Events (incl snow show update)

- SNOW SHOW UPDATE (Shawn?)
- snow show silent auction has been organized by me, but generally HP parents (70% of proceeds for program)
- our parent numbers are way down, and need to bring this to Board's attention (parents bring in the big donations)
- still interested in running the auction, but want to float that auction may not happen this year...
- need a board contact person to keep updated on this -> Kerry
- KW: idea to contact kids potentially moving into HP from Track Attack? ->don't want to go there
- KW: so need to solicit businesses (e.g. those of previous parents)
- CJ: what are the numbers from this event (percentage of total revenue) and do we know where this money goes ->not sure of percentage, but is biggest fundraiser
- TH: don't know where it's allocated
- YJ: how much is this typically? -> 6-7K;
- CJ: why I ask is if the HP program will survive despite this revenue (or will they be looking for the club to subsidize)? -> no, parents make up costs regardless;
- looking for 6 or 7 more families to help with the event

- CJ: might want to solicit families who are members and have connections to local businesses -> need to make this search transparent so not to duplicate;
- SR: do we need to talk to Steven if soliciting past Track Attack families? -> CJ: maybe target families who participate in most club activities (30%) generally, not just Track Attack folks; John will help
- EVENTS CALENDAR - a few dates not yet set;
- Ski Duathlon April 14th - idea of having fat-biking on the lake too (Mark to talk to Mike Argue);
- Intro to Community Coach Workshop and Community Coach Workshop - dates still up in the air - asked to split costs last year (in which case will have to work with them more), contact is Melanie;
- events calendar is provided to our insurer, and so any changes need to go to CCNWT;
- JS: need to approve list -> wait until next meeting when dates are confirmed;
- JS: Chalet booking needs to go on events list too (e.g. Mon-Fri is open to rentals - weekend days require reservations (e.g. Saturday nights can be open to reserve as long as clean up for Sunday); KW: will need another calendar to not have events conflicts;
- contract cleaner (R3 cleaning) when needed, and YES volunteers Mondays and Fridays, may need to fill cleaning gaps after heavy use (e.g. Sunday nights before Monday rentals); might not need YES on Monday then...; or YES could do downstairs and snow shovelling only on Mondays

3.3 Sunday lunches at the Ski Club (Kerry, 10 mins)

- every Sunday in Jan/Feb; need to advertise more!
- lots of vendor interest
- need process for vendors to apply and select dates (some Sundays following/before events are great gigs)
- Toby to help Kerry with coordination and potentially contracts (incl. expectations for volunteers, disposables, etc.);
- need to apply for commercial licence; vendors pay \$100;

3.4 Chalet Renos Update (Tania, 10 mins)

- things are mostly wrapped up; total spent \$267094.17 (under budget by ~\$300)
- HP locker rooms can be accessed with same key as Coaches room and kids doors -> could have new code locks on those doors (or make the program pay for it themselves)
- couches were donated, and might want to budget for new ones down the road
- need one more photo for a full size picture upstairs (smaller one to come downstairs)
- stove not in the budget for now;

- might need a bigger hot water tank -> terraX is willing to buy this, but need to approach them asap
- any more reporting commitments for financial records? -> TH: yes, and will approve this as closed;
- CH: water cooler? -> could just have tank cleaned?; thoughts?; mixed....
- need better road signage

3.5 Treasurer's Update (Tania, 10 mins)

- nothing much to report here;
- rentals have brought in a lot of money
- income to date is 16K (from May 1 - Sept 31);
- CJ: need to change signatories at the bank (need two on all cheques) - VP, President, Secretary and Treasurer

3.6 Fees (Mark, 10 mins)

- revisiting membership fee schedule
- historically haven't changed since 2013, and only two options (family and individual - youth = adults)
- e.g. in 08' fee revenue was 43K compared to last year's 522 members and less revenue;
- similar size clubs have higher family and individual fees; could increase these marginally to get an extra \$7K in revenue
- SR: so increase would be set for a few years? -> yes, and good time to do it with the newly reno'd facilities;
- TK: would we want to approve this now? -> now is the time people are looking at signing up; SR: not program fees too? -> no; CJ: what about drop in trail fees increase? -> this one is probably overdue;
- CJ: revenue from increasing fees gives flexibility to subsidize other things (e.g. free rentals); would need to update the policy if fees change
- CJ: always think strategically about where/why we're increasing fees

3.7 Promoting the Ski Club

- fall is big promotion time; like to ask if there are any people we want to target? -> e.g. Indigenous membership;
- MCP -> JTFN families, and standing offer for community recreation program (sponsor) subsidizing JTFN free memberships; CJ: they are a little underrepresented because we don't always get physical signups (e.g. at snow show);
- Sara to join Steve for coffee with JTFN contact (Rob Matthews);
- Diep: what about similar relationship with other big employers (e.g. GNWT) -> could advertise on Bearfax; visitor's center advertising;

3.8 Appoint Rep to CCNWT (Toby, 5 mins)

- Club has one member appointed; sort of our umbrella organization (insured with them), along with Cross-Country Canada (national); rep would act as interface between our board and CCNWT;
- John volunteers

3.9 Broken Ski Award, Green Family (John, 5 mins)

- TK: is this done ad hoc, or once a year? -> generally want to catch people before they leave
- separate from member appreciation, customary not policy

3.10 Biathlon? (Toby, 5 mins)

- trying to get a re-cert, but no records of it...;
- still need to do a survey of the range
- need a biathlon contact (Bob Reed, Ted Kimmins?);
- SR: need to find a biathlon coach -> CJ: will look for some names; KW: maybe Paul has a successor in mind;
- JS: need a range officer too; TK: happy to take on range officer too; TH: Rob Matthews? -> SR will ask him

3.11 Uniforms (Steve, 1 min)

- two companies (SWIX, CRAFT) we've been dealing with have delayed until September
- should be fine to get these done on time (only 8-10 HP kids)
- will update at next meeting

3.12 Board Vacancies (Toby, 5 mins)

- still need President and Facilities Manager;
- CJ: a few options for filling President position...
- TK: anyone for Facilities (responsible for all buildings, and have a "web of work" team)?
- need to put together a team to complete work (even in absence of manager)
- TH can "act" as manager with John;
- CJ: recruitment is challenging, and folks can come in to meetings and participate informally (which may lead to filling positions);
- KW: can we assign someone to look through list of past members for ideas -> TK will take a look; SR: is there a downside to not having a President? -> CJ: rotating chair can help share the burden, and can be beneficial; exec council can also form committee to get things done; no real downside to not having it filled

4. Decision Items

- ### 4.1 Motion to increase 2018/19 club membership fees (Motion: Mark, Second: Chris H.)

- *Motion to increase fee schedule for memberships as follows: \$40 (family), \$20 (adult), \$20 (youth), \$10 (child), \$5 (individual -trail), \$5 (family - trail); need to revise fee policy (including new membership fees) and other policies too*
- *PASSED*

4.2 Motion to appoint John Stephenson as CCNWT representative

(Motion: Toby, Second: Sara)

- *The club appoints one member to CCNWT; sort of our umbrella organization (insured with them), along with Cross-Country Canada (national); rep acts as interface between our board and CCNWT*
- *PASSED*

4.3 Motion to award the Broken Ski Award to the Green Family

(Motion: Kerry, Second: Tania)

- *PASSED*

5. Schedule Next Meeting

- Oct. 2 (tentative)
- KW: is there an alternative for standing day of every first Tuesday?
- Going to have a doodle poll to decide next meeting
- Once decided will update with city booking

5. Adjourn