

Meeting Minutes

Yellowknife Ski Club (YKSC) Board of Directors Meeting

Monday, November 4, 2019
Yellowknife Ski Club Chalet 7:00 pm

Present: Heather Scott, Diep Duong, Kerry Wheler, Mark Cliffe-Phillips, Sara Minogue, Tania Hercun, Chris Hotson, Steve Reitsma, John Stephenson, Chris Rose

Absent: Alyssa Titus

1. Call to Order and Opening Remarks by the Chair

1. Approval of Agenda
 - Approved (Tania H., Kerry W.)
2. Declaration of Conflicts
 - none

2. Consent Agenda

1. Approval of October Minutes
 - Approved (Sara M., Chris R.)

3. Information Items

1. Strategic Planning (Roxane Poulin, 15 mins)
 - Roxane is a planning process facilitator; strat planning based on opinions is not a good approach; suggest breaking it into parts (she will help with drafting); most important thing is to get data on which to base plan; put together a smaller planning group to make briefing and do a SWOT analysis (ideas, analysis); board level discussion and planning group can then spend a day with Roxane to develop meat of the plan; good plan has good desc of current state, and a good SWOT;
 - Tania H.: survey a good idea to get ideas/backing from membership; Roxane: yes, can also be a good way to “test” ideas among membership;
 - Roxane: other option is to do a “quick and dirty” update of last plan
 - Roxane: I can support the club’s work in any number of ways (eg. interviews)
 - Tania H.: we should all review last strat plan
 - Heather S.: Roxane has proposed the “cadillac” version and we have to decide what we want out of this
 - Sara M.: we have a stewardship role to maintain the club/status quo, but also have some lofty goals...
 - Mark CP: can make strat plan high level, and have targeted annual action plans; current plan has no objectives...these would be helpful; Roxane could be good at doing a 3 or 5 year plan, using our goals and objectives
 - John S.: strat planning is a helpful and important exercise, but need to keep it realistic (not too lofty); process itself is worthwhile, it sets sights, engages, and lets people

express themselves; product is very useful and effective for grants, etc.; should look at CCNWT strat plan for how our (can) supports/integrates with that plan

-Sara M.: could look at what other clubs' plans too

-Heather S.: will ask Roxane to put a survey together;; don't want to wait another month to start work on this

-> Action item: Heather to get data (briefing materials) to Roxane and have her put together a survey

2. Trails Update (Chris H., 5 mins)

-brush clearing is done, but still need to do some QAQC; one of the ECHO machines went down; need to check Otter slide new gravel

-Brian working on Wolverine trail (repurposing of old biathlon routes)

-date for trail grooming workshop: December 15th

-need to meet with Mud Run folks re trail damage

-> Action item: Heather will coordinate with Chris H. to communicate with Mud Run organizers

3. Events Update (Kerry, 5 mins)

-Snow Show:

-337 memberships

-could improve signage re early bird registration at Snow Show

-comments that Ragged Riders shouldn't have been there; Snowking approached us and got shut down, so looks bad to have some groups and not others; will ask club how it went, and go from there;

-wax and wine:

-coming up Nov 15

4. Courses Update (Kerry, 5 mins)

-AWG trials coming up, and will need volunteers for it

-Adult lessons kickoff Dec 8 1-5 pm; instead of drop in this year, there will be pre-registering available for 1-2, 2-3, 3-4 pm slots and others can join day of if there is room

-Nov 30/Dec 1 Community Coach (CC) and Learn to Train (L2T)workshops

-Heather S.: Nordique Canada folks coming up and might be good to meet with them;

-Tania H.: Nov 17 grants deadline for events

5. Financials/Charitable Donations (Tania, 5 mins)

-9K brought in from Snow Show

-34K from memberships

-letter from City re charitable donation receipt (given by city) clarifying this is no longer allowed; we have no charity number; Mark: about \$400 worth of donations from donors that we need to advise about there being no charitable donation receipt available

6. MOUs YKMC and YUC (Heather, 2 mins)

-> **Action Item: Heather will sign these in the next month**

7. YKSC/City of YK History (John, 10 mins)

-current club lease period 1996 -2026; commissioner's lands leased to city and subleased to YKSC; also identified as lands of interest in Akaitcho process; worth starting discussion with City for renewal; as a sport, we get very little; lease is great, gave us the ability to partner with Elks and build the chalet; city built parking lot, access road, biathlon range, and donated 100k for new trails initially; have had many years of grants, including core grant (currently 20k/year); city does admin of chalet use; city clears snow in parking lot; recommendation: fact finding meeting 1) land tenure and Akaitcho clarification 2) financial situation (including charity loss, financial contract including trail management 3) specifics re cleaning, chalet rental admin, parking lot maintenance; we maintain a municipal recreation facility, and would like at least more recognition for what we do; Heather S.: want to approach this in a way that ensures we have a good relationship with the city, keep our lease etc; Mark CP: Akaitcho interim land withdrawal was in 2006, and we should approach the YKDFN too; John S.: Old Toe Hill goes off boundary of lease, and will need to address this in next lease (e.g. need to know from the city how/if phase 3 Niven might affect this)

4. Discussion Items

1. CCNWT (Heather 10 mins)

-Nordique Canada has adopted a number of new policies and we, as a regional organization, need to comply (e.g. harassment policy); have asked Matt Young to read them over and let us know implications/what needs to be done; missing mail from CCNWT...; coaches need to have licences (Jackrabbits and HP); John S. has been our representative Board member until now, but this has traditionally fallen to our VP; Sara M. can go as an alternate Board member, and Kerry can be a backup too; John S. willing to continue as our representative for now

2. Kitchen Rental – Planning (John, 5 mins)

-have been some requests to rent just the kitchen (from those who can't afford the whole chalet rental rate); current rate is \$120 as a concession (e.g. for Sunday lunches); could lose a rental (\$500) if we rent kitchen only, but they are flexible (if no bookings, could offer the kitchen rental?); Chris H: we're not running an economic development agency, and there would be wear and tear on kitchen; general consensus is no;

3. Facility – Hot Water Tank & Roof (Credence, 5 mins)

-water tank replacement funding from TerraX hadn't been confirmed, and difference between estimate and quotes ~\$1000;

->**Action item: Tania H. and Credence W. will work on invoicing TerraX**

-uncertain of the status of the multi-year funding agreement with TerraX;

->Action item: Tania, Credence and Alyssa to discuss multi-year funding further with David Connelly

-Roof had a leak; Kevin Vallillee is going to look at roof (give a quote)

->Action item: Credence to get another quote for roof work

5. Decision Items

1. Official YKSC Comment on YK General Plan

-motion to approve club comments (as circulated and approved by directors via email) on YK General Plan (John S., Mark CP); approved

-Action item: Heather to send comments to city

2. Rate change of "Go Ski"

-motion to change "Go Ski" rate from \$90 to \$40 (as discussed via email) (John S., Sara M.); approved

3. Appoint YKSC Board Member(s) as our Representatives with CC NWT

-motion that the YKSC Board appoints John Stephenson as a Club Representative and Sara Minogue as an alternate Club representative to the CCNWT Board to serve for 1 year (Diep D., Steve R.); approved

4. Rent Kitchen as Standalone

-no interest in renting the kitchen to small businesses

6. Schedule Next Meeting

- Monday, Dec. 2

7. Adjourn

-motion to adjourn (Mark CP); approved