**Minutes**

**Yellowknife Ski Club (YKSC)**

**Board of Directors Meeting**

Monday, May 10, 2021

Zoom Meeting 7:00 pm

1. **Call to Order and Opening Remarks by the Chair**
   1. Approval of Agenda - Motion to Approve John, Second - Sara; Approved.
   2. Declaration of Conflicts - None
   3. Attendance: Heather Scott, Tania Hercun, Patrick Bruce, Mark Cliffe-Phillips, Credence Wood, Chris Hotson, Sara Minogue, Diep Duong, Bernadette Knox, Kerry Wheeler, Alyssa Titus, John Stephenson.
2. **Consent Agenda**
   1. Approval of April Minutes - Motion to Approve Cara, Second -Sara; Approved
3. **Information Items**
   1. Communications Policy Review (Sara, 10 min)

- Updated to reflect current practice, eliminate outdated components. Addition of section on email addresses to use generic email addresses if possible.

- Additions to the newsletter section, automatically make new members, members of the mailing list; there is a prominent unsubscribe option on the format. Photography, addition of section giving automatic consent to use photos in communications - blanket consent for general crowd shots but will check with people before specific use. Suggestion for quick review re opt in vs opt out requirements for our type of organization. Can the person who is in charge of master list automatically include email addresses? Sara to look into these two issues. **Decision Item for next board meeting - Decision Item for next board meeting when that happens - conditional approval at this meeting**

* 1. Coaching Certifications 2021-22 Season (Bernadette, 10 min) - Do we want to do anything about this before next season - This will require budgets but it can wait until September. Is there anyone in the territory who can certify? Karen or Steven? The aboriginal coaching modules are now in the budget for next year. The person who taught it a few years ago came from Ontario. Heather - raised possibility of providing workshops.
  2. Program Volume 2021-22 Season (Bernadette 10 min) - ties in with recruiting coaches and getting people certified. It seemed like this year we were getting toward maximum capacity, we may need more coaches to accommodate more kids, therefore reaching out in order to recruit would be helpful.
  3. New Board Members (Heather) - Sara has found Oyuka Bernanke, Credence is stepping away so we need a new facilities director. Tania - new person to town interested in joining board fundraising/ski school/inclusion. Rhiana introduction, introduction of board members.

1. **Discussion Items** 
   1. Budget(Tania) 30 min - All budgets done by program leads.

* Presentation by Tania - membership expanded, budget loss because of lost building rentals but made up for due to membership. under budget on building maintenance and trail maintenance. Surplus of about $20,000. We had budgeted a loss of 40K. Contributed 40K to capital reserve.
* Income Statement and Balance Statement to be produced for AGM

See approved budget for additional details

* **TANIA - Motion to Approve 2021-22 Budget and 2020-2021 Actuals Diep, Second - Cary Second.** 
  1. AGM Agenda (John 15 min) -
* Heather - need to figure out election of board members
* Extension of President’s term, propose draft change to bylaw to allow for 4 terms. John explains: Registrar is in charge of changes to bylaws, need to advise members that this is **Agenda Item**, becomes effective when registered by registrar.Two options - 1. Propose amendment and present to members, then have motion to extend term of President. 2 Motion to extend term of President and do review of bylaws next year. Either way we need a motion at the AGM.
* Last bylaw review was extensive and led by Matt Young several years ago. Consensus is **option 2** - maybe there is something else we can update while we are at it.
* Agenda:
  + Call to order, approval of minutes, covid update, reports from directors, reports - Treasurers’, volunteer awards, extension of term, election, adjournment.
    1. Volunteer BBQ and Contingency (Alyssa 10 min) - No nominations so far, generally on board to put names forward for nominations -

Stellar Snowflake - Kira Young

Herring Bone - Inclusion NWT

Double Polar - Rosie

Wooden Ski - Rob Mattews

Lifetime Member - Bob Reid

**Motion for above volunteer awards Alyssa - Second - Bernadette**

1. **Decision Items**
   1. Volunteer Awards (Alyssa, 10 min) - As above
   2. Approval Capital Reserve Fund Policy (Tania, 5 min) - previously Chalet Reserve Fund - Motion to Approve Tania, second Cary
   3. Approval Fees and Charges Policy (Tania, 5 min) - Motion to Approve Tania, Second Credence
   4. Approval Ski Club Financial Management Policy (Tania), 5 min- Motion to Approve Tania, Second Cary
   5. John Cross Country NWT requires a representative member **-** this will continue to be John for the time being, need to have a representative at the AGM. Heather - to be YKSC official rep as required by bylaws. Motion to appoint Heather as voting rep for CC AGM on May 31 - John, Tania Second. Passed.
   6. Approval of Communications Policy - pending opt in/opt out issue - Motion to Approve - Sara, Second Tania. Passed.
2. **Schedule Next Meeting - AGM June 10**
3. **Next Board meeting September 13.**
4. **Adjourn - Motion to adjourn Mark, Second Tania; Passed.**