



SLNC Board Meeting  
Monday March 24<sup>th</sup>, 2009, 7:00 pm  
Kalamalka Canoe & Kayak Club

<b>Attending:</b>	Bruce Cummings, Neva Low, Philip Carruthers, Sharon Clarke, Scott Lemon, Einar Field, Greg O'Neill, Ed Devlin, Donna Smedley, Jim Cookson. Guest/s: Carol Brown.
<b>Absent:</b>	Chuck Austin

1. **Agenda** - adopted with one change – add Club Manager Discussion “in camera”

2. **Standing Item - Committee Reports**

- *Competitions – update by Sharon*
  - ✓ Committee report emailed in advance and reviewed,
  - ✓ CCC funds not yet rec'd, slight profit from Tips Up,
  - ✓ The Competitions Committee (CC) is not interested in hosting a WC event unless a different funding model is offered by CCC. *Motion – initiate contact with CCC/Dave Dyer to discuss a different mechanism for funding the event. Action – Sharon ASAP. Unanimous.*
  - ✓ Biathlon – The CC met and discussed what the Biathlon group needs to do to comply with the CC events procedure (timing, requirements, costs, volunteers, etc.). *Action – Ed to work with the Biathlon group to ensure races fit with the CC procedures,*
  - ✓ Some equipment needs have been identified and SLNC needs to send a club report to CCBC.
- *Operations - update by Scott/Carol/Ed*
  - ✓ Safety – 7 staff trained in Level I FA, no incidents in February, culture of awareness developing. *Action – safety officer poster to be placed next to Health & Safety Policy in club buildings to identify the safety officer for members/guests,*
  - ✓ Staffing, grooming, other – only open days as of this week. Groomers appear to be functioning well with few hours on the yellow machine and zero hours on the metal grousers (partially a function of a lack of snow in November). Bill off for last few weeks and Darren/Rob completing the grooming. Groomers available after 2010 so need to be aware of possible funding sources.
  - ✓ Projects - Carl Wylie Trail. EA should be submitted in next few weeks. Current amendment identifies the Carl Wylie Trail amendment to be submitted following the EA. JOB funding to be applied for in conjunction with BC Parks projects.
  - ✓ Ski Patrol – 9 active ski patrol members/2 members on weekends only with 2 additional members at events. 5 hand held radios purchased with funding by three members. Ski School & S'kool Ski instructors carry radios when instructing.
  - ✓ Waiver vs. Acceptance of Risk form – issue reviewed. SLNC uses the CCBC waiver which meets the requirements of JLT (insurance carrier). *Action - Ed will review with some insurance companies to get some comments and report back.*
  - ✓ Monthly Financials
    - February balance sheets & income statements presented,
    - Membership balance sheet to be broken down to identify the lighting fund/biathlon funds that are “directed” and not in general revenue. *Action – Carol to investigate short term investment vehicles for these funds,*
    - Ops looks like it should be close to budget @ year end.
- *Member Services/Programs – update by Bruce*
  - ✓ Committee Report emailed in advance,
    - Should have a coaching plan for SLNC that includes biathlon by the end of next week (rabbits through track attack – HP not fully developed yet) to be presented to parents in the near future. SLNC staff support available for administrative support for the skier development program.

- Funding applications (gaming funds/other funding sources) need to be in place for SLNC  
– Action: Donna to ask a RC to complete,
- Need to meet with Silverstar Nordic Club to determine their intentions for the future –  
Action: RC to request a conversation with SSNC to determine their intentions moving forward.
- ✓ Race Committee (RC)
  - RC thanked for their efforts over the season and reviewed recommendations provided by the RC,
  - The issue regarding race team member decision made by the RC was reviewed. Motion: the board fully supports the RC's decision on this issue. Carried with one abstention.
  - Motion: to provide an independent SLNC racer with \$300 for travel expenses for nationals. Not carried.
- Membership - update by Neva
  - ✓ Volunteer of the year & racer of the year ideas
    - Volunteer(s) of the year – discussed & agreed,
    - Skier(s) of the year – discussed & agreed.
    - April 12 – poker ski, free member barbeque & Easter egg hunt.
- Policy – update by Greg
  - ✓ No new updates,
  - ✓ Budget & expenditure & risk management policies being reviewed,
  - ✓ Biathlon procedures for transportation of rifles and a biathlon ERP are substantially complete (minor edits required to make consistent with SLNC's procedures and ensure purpose and responsibilities are clear). When complete will be part of and conform with SLNC's health & safety program,
  - ✓ Greg to draft biathlon “process document” to follow and comply with SLNC's H&S program,
- Marketing – Scott
  - ✓ Advertising in Morning Star and Courier 2X last month,
  - ✓ SLNC Post cards available in most local hotel lobbies,
  - ✓ Program is complete for the year.
- World Masters 2011 - Bruce/Einar
  - ✓ Committee Report emailed in advance,
  - ✓ Draft brochure has been produced that will be used to follow up with contacts that have been made,

#### 4. AGM

- ✓ Schubert Centre booked for April 23<sup>rd</sup>, 7 pm,
- ✓ Phil unavailable for AGM but will draft a ppt presentation for the meeting. Bruce to send the agenda from last year for updating.

#### 4. Club Manager Discussion – In Camera

Einar/Jim

#### 5. Appointment of a Secretary

- ✓ No secretary appointed,

- ☑ Board Meetings – generally the second Monday of each month.
- ☑ Next meeting – AGM April 23<sup>rd</sup>, 7 pm, Schubert Centre