

# Minutes

## SLNC Board Meeting Apr 16/07

**Purpose:** Prepare for Apr 19/07 SLNC Annual General Meeting

**Date:** April 16, 2007

**Location:** Ministry of Forests 2501 14<sup>th</sup> Ave, Vernon

**Time:** 7:00 – 9:00 pm

**Attendees:** Brad Clements (Chair), Bruce Cummings, Sharon Clarke, Bjorn Meyer, Theresa Korobanik, Jerry Wearing, Neva Low, Chuck Austin, Dominik Dlouhy, Jim Cookson, Steve Russell, Mike Edwards

**Absent:** Joan Reid, Heinz Stussi, Einar Field, Jeff Curtis

<p><b>Introduction and Review of Agenda</b> N = Note; A = Action Item; M = Motion; D = Deadline</p> <p>N1 NOTE: Board Chair reviewed agenda with revised items in 'open discussion'.</p>
<p><b>Approve Meetings Notes and Review of Action Items</b> N = Note; A = Action Item; M = Motion; D = Deadline</p> <p>N2 NOTE: The Board reviewed draft Minutes of SLNC Board meetings Mar 12/07 and Mar 28/07 and advised needed corrections.</p> <p>M1 MOTION (Low): move to adopt Minutes of the Mar 12/07 SLNC Board meeting with corrections in A2, 1<sup>st</sup> paragraph of N6, N7, N10, N11, N13 and N14. Carried</p> <p>M2 MOTION (Cookson): move to adopt the Minutes of the Mar 28/07 Special SLNC Board meeting with corrections in M2, M14, A1, M14, M15 and M16. Carried</p> <p>A1 ACTION: Board Secretary to distribute Approved Minutes for Posting.</p>
<p><b>Committees Update</b> N = Note; A = Action Item; M = Motion; D = Deadline</p> <p><b>Financial Update and Marketing:</b></p> <p>N3 NOTE: Our SLNC Treasurer presented financial summary of Cash Balance, Operations and Membership to Mar 31/07, and also presented expected revenue, expenditure and capital equipment spending budget to Aug 31/07. Also considered were Dual Area Pass revenue from Silver Star Mtn Resort (SSMR), membership growth potential and results of the recently completed customer survey.</p> <p>The Operations Manager also observed that the effect of the Dual Area Pass on SLNC financials for the season must be examined.</p> <p>Our Treasurer commented on the need for monthly budget procedures and for a significant emphasis on improved marketing of SLNC. The Board discussed ways and means of following through on our Treasurer's suggestions and agreed on steps to implement, including a season-end review of the Dual Area pass and a proposed SLNC marketing task force. This task force should be charged with review and identification of possible improvement in SLNC products and pricing, and also to find ways to increase our share of the local and non-local Nordic skiing markets.</p> <p>A2 ACTION ITEM: new SLNC Board Financial Task Force to meet with SSMR to review the 06/07 nordic season and determine improvements to the Dual Area Pass between SSMR and SLNC.</p> <p><b>Fund raising Committee</b></p>

N4 NOTE: Committee Chair presented SLNC fund raising options for 2007 season.

#### **Relationships Committee**

N5 NOTE: Committee Chair described recent meeting with BC Parks representatives which reaffirmed SLNC's good relationship with BC Parks management . Relationship Committee also met with SSMR and discussed topics of mutual interest (Nov '08 Nordic Festival, joint marketing efforts and a future task force review of dual area pass revenues, opportunities for improvements and potential for future dual area pass agreements between SLNC and SSMR).

#### **Racing Team Task Force**

N6 NOTE: Task Force Chair described some of the details regarding the new Okanagan Nordic Racing Society – ONRS, with a Board composed of members from SLNC, Silver Star Nordic Club (SSNC) and other Nordic clubs in the Okanagan. The Chair described progress on hiring of a new ONRS head coach and also described anticipated benefits to SLNC Skill Development coaches and programs.

#### **Competitions committee**

N7 NOTE: Competitions Committee Chair presented plans for potential 2007/08 SLNC Nordic and Biathlon races, including work on race program budgets, equipment inventory and improvements to stadium electronics wiring.

#### **Operations Committee**

N8 NOTE: Operations Committee Chair summarized for the Board the Committee discussions on cash flow and related expenditure issues. The priority of upcoming capital expenditures and possible alternatives were discussed.

#### **Athlete Development Committee**

N9 NOTE: Athlete Development Chair advised the Board that the Committee had been successful in the ongoing search for a new part time Athlete Development staff member. It is anticipated that the new program coordinator will be working 2 or 3 days per week with first priorities as funding and grant applications and plans for next year.

The Chair also advised that SLNC coaching decisions were still pending and should be considered by the new Board of Directors. The Chair also thanked all those who contributed to the Athlete Development Committee this past year.

#### **Organizational Task Force – Structure / Club Manager Discussion**

N10 NOTE: The Organizational Task Force Chair introduced and the Board discussed the Task Force recommendations regarding the new SLNC staff position of Club Manager including proposed duties and remuneration. The Task Force recommends that the organization of the Club be restructured where the current Operations Manager position is replaced by the new Club Manager position.

The Board also discussed alternative organizational structures. Under one model the SLNC committees report directly to the Board and under the other the SLNC committees report directly to the Club Manager. Both governance models have subordinate reporting to either the Board or the Club Manager to ensure good communications.

Differing views of the proposed new governance structure for SLNC were considered and debated at some length. The Board agreed that it is necessary to change the governance structure to improve club leadership and to reduce the significant job pressure on our Club President. It will then be up to the new Board of Directors to implement the new organizational structure.

Several Board members spoke in favour of a hybrid organizational structure which incorporates elements of both of the above club structures, and that the Board should immediately move forward with the proposed changes.

MOTION M3 (Meyer): moves that SLNC Board adopts the hybrid organizational chart whereby SLNC Committees report directly to the Board and to the Club Manager, and staff report directly to the Club Manager, as shown on the attached Exhibit A chart. Carried.

A3 ACTION ITEM: The current SLNC Board suggests that the new Board should proceed asap to build an implementation plan to give effect to the newly approved organizational structure.

### **SLNC AGM Preparations**

N11 NOTE: Board discussed and agreed on the following:

**Kilometer Board prizes** – Mike and Jenny to arrange and award

**Skier of the Year** – Rose Wilson

**Volunteer of the Year** – Mike Schmok

MOTION M4 (Clements): I move the Rose Wilson and Mike Schmok be skier of the year and volunteer of the year for this season Carried

Our SLNC Vice President will coordinate these awards.

### **SLNC President Summary Talk**

SLNC President to summarize the 06/07 season with emphasis on Strategic Plan accomplishments and opportunities for improvements.

### **Committee Updates**

Each SLNC Committee Chair to give a brief summary of the Committee's activities in 06/07, and to relate to the Strategic Plan.

A4 ACTION ITEM: SLNC Chair to send out updated version of Strategic Plan to Board members for response with suggestions for changes and improvements.

### **Financial Overview**

SLNC Financials to be presented by our Club Treasurer

### **SLNC Bylaw Changes**

Our President will introduce the proposed changes to our SLNC Bylaws and review each point in turn. Note that if Bylaw changes are approved by membership, we anticipate a membership vote for an interim SLNC President, then once the approved revised Bylaws are filed with the Provincial government, the new Board of Directors will be charged with implementing the new Bylaws.

### **Vote Preparations**

The Chair of the Nominations Committees described preparations for voting for the new Board of Directors.

### **Election of Directors**

Director elections will be the last agenda item of the SLNC 2007 AGM.

**Open Discussion** N = Note; A = Action Item; M = Motion; D = Deadline

N12 NOTE: **CCBC AGM Discussion** – at 108 Mile House May 5/6, 2007. Two SLNC Board members to attend.

N13 NOTE: **Woodland Willie** – Womens World Curling Championship wishes to borrow Woodland Willie for promotions. Board agreed to lend Willie to this organization with letter from our Operations Manager which summarizes their maintenance responsibilities.

**N14 NOTE: Board gave a large round of applause for our outgoing President and all of the hard work he has done for the club this past year. Our President advised that he will continue to pursue the World Masters race event for SLNC.**

Meeting Adjourned by the SLNC Board Chair at 10:15 pm

**SLNC Annual General Meeting Thurs April 19, 2007 at the Schubert Centre, Vernon BC**