



BOARD OF DIRECTORS MINUTES

September 28, 2015

Location: Pommier Residence

Present: *Directors* – Brian Wills, Sandra Ecclestone, Pat Pearce, Shirley Pommier, Sharon Clarke, Shane Pearce, Liz Ariano,
By Phone- Rob Madden; Bruce Sandilands; Doug Geller(left the meeting at 7.15)
Staff: Troy Hudson

1. Call to order 6.02 pm by Vice Chair, B Wills
2. August minutes approved via email– Sharon.
3. Financial Report – circulated. Sandra
 - June, July, August financial statements reviewed. Similar to previous year except wages higher compared to previous year due to a salaried employee on LOA for June 2014 and some incurred legal costs.

Budget highlights:

Income:

- Season tickets, Day sales and Supercamp slight increase adding 48 K total
- Snow conditions will impact income and will do a budget analysis by mid January to ensure income and spending are within expectations
- Gaming Grant of \$26 K has been received

Expenses:

- Hiring of Supercamp coordinator will increase expenses by 5 K
- Staff wages and salaries similar to previous season as ratio of income (40%)
- Increase in fuel and legal fees showing as increase overall of 20K

Overall expected profit of 71 K before amortization

Finance Committee:

- Cash Management has been reviewed and a procedure in place. All cash goes through POS system.
- Purchasing system under review.
- Corporate Credit Card discussion.

- **MOTION:** Brian Wills to investigate opening a small bank account (\$5000 limit) with a chartered bank to be used as a second operating account to facilitate US Transactions. **CARRIED.**
 - Reviewing return on Coffee Machine (Van Houtte) and how it relates to Food income and Cost of Goods Sold (COGS). Last year Food ratio was high at 72% but should be under 50%.
4. GM Report – circulated
- Masters meeting held to update their programs. This is reflected on the website.
 - New: Sponsors page on the website with a separate link a/c sponsorship package
 - S’Cool Ski Tournament in December is a major recruitment initiative; build rapport with schools; Jess4kids contributed to this event. Other Grant applications are out on this.
 - 18 coaches attended a Coaches Meeting in September.
 - Zone4: New registration system: Tablets at Stussis and SilverStar for registration. VISA MC debit/credit cards are now accepted. Simplified accounting and reporting.
 - One tablet will become a second POS system for the lodge so 2 tills will operate this season
 - SuperCamp website has been updated and is live now. New Title Sponsors: Okanagan Spirits and Sparkling Hill
 - 48 volunteers at the very successful work party yesterday.
5. Board Governance Training will be held Oct 3, 2015 Tech building.
Agenda: 1) Policy review – website Policy Manual edition is the current one. 2) Core work of the board. 3) Process
6. Correspondence – Doug
September e-blast feedback discussed
Bruce: A private business asked to be included in newsletter for promotion purpose. Tabled to next session.
7. Committee reports – most were circulated by email
Sponsorship: structured system in place.
HR: regular meetings with GM
Programs: update on eblast reviewed. Goals reviewed.
Marketing – held meeting in the spring: Theresa, Shane, Troy
Communications – eblast planned for mid Oct, then again Dec 1.
Volunteer – online registration asked for. Front page button requested. Electronic management training discussed. Request for a Staff person as contact for volunteer committee.
Partners – Sponsorship discussion on this agenda
Lodge – Committee will look at next steps.

Social – Volunteer Recognition Social will happen in the spring/end of season

Motion to Adjourn 7.35 pm **Carried**

Next regular Board meeting: October 26, 2015 pm Location TBD