

# SLNC Board Meeting Minutes, Sept 23, 2018

1. Treasurer's Report (Sandra)
  - a. Supercamps: Current revenue up from last year at this time. Two current expenses, advertising and CCBC.
  - b. Season's Passes: Revenue also up from previous year.
  - c. Maintenance Costs: R&M did some work on the groomers and Repairs
  - d. SLNC new status as 'society': One of our obligations will be to provide financial statements available on request. It was decided that they will be provided upon request, emailing a copy as a first option and printing and mailing if emailing is unacceptable to the person requesting.
  
2. (No verbal GM report from Troy due to absence). GM business follows.
  - a. Tiller: The club has secured a new (used) frame on the tiller. We may incur some costs for replacement.
  - b. Signage: there is some outstanding confusion regarding the overall price of the signage project (Years One and Two). The previous meeting's decision of a \$2500 spend to get "80% of the confusion cleared up" was confirmed.
  - c. Criminal Record Checks: Board confirms that each SLNC staff member has to have a criminal record check who will be working with children. Specifically: if you're working with kids directly you need to have one, and also may apply to parents who will be driving other kids to races. This needs to be done as soon as possible. The new requirement states that each one has to be applied for individually. Brent will be following up on this within the HR portfolio: 1) Policy 2) Process 3) Administration. Eric will coordinate the execution.
  - d. Sponsorship: some clarity required with regard to responsibility and the structure of the sales & marketing effort. A sub-committee comprising Mark, Guy, and Greg will be created to reach out directly to sponsors, to be 'led' by Troy. Deadline to secure all sponsorships by the deadline for NORAMs (November 15<sup>th</sup>, 2018).
  - e. Wifi: Issue raised: reliable wifi required in the tech building for major events (NORAM in particular). Additional information to be gathered.
  - f. Dog focus group: Additional correspondence received regarding the request for a focus group surrounding the future for dog-related activities at the club. Given the relatively few number of members affected, it was decided to table this issue and revisit later.
  
3. Competitions (Pat):

- a. NORAM: (8 & 9 of December). Volunteers are needed. Pat to work with Jen to get volunteers (last year there was no difficulty). High level officials have generally been filled, except Chief of Stadium and Chief of Course (likely Troy). Additional efforts are being made to find these individuals.
  - b. Nationals, 2020 (March 23 to April 1st) SLNC was successful in attracting this event to the club. Dave Dyer's team and us have written the press release. Dudley Coulter is preparing a press release for the newspapers. Our goal is to ensure that our processes are well-honed by the time the race takes place. Some concern was expressed about the wax areas to be provided: current plan is tents and outdoor areas.
4. Programs – no update
  5. Sponsorship / Marketing – no separate update except that provided above under GM business.
  6. Lodge (Brent): Discussions continue with Parks, most recently with Jim Standin (ADM for Parks). Update provided to him. Capital spend to be decided upon each Spring, so timing of current request is not ideal from their perspective. No immediate prospects for progress; all options still on the table.
  7. Information Management (Guy): Progress continues. The website has been updated to accept notifications from coaches. For example, if a practice has been cancelled, the coach can login, make the change, and it shows up on the SLNC website.
  8. Strategic Planning (Greg & Guy): Draft has been prepared; specific strategies will be added and the plan will be presented at the AGM (Oct 17). Copies to be printed, link to website provided.
  9. AGM October 17, 2018: Agenda was defined by the AGM, including:
    - Chair's Report
    - GM Report
    - Treasurer Report
    - Strategic Plan Update
    - Election Results
    - Awards

The Open House preceding the AGM will include:

- Eric (Programs)
- Strategic Plan
- Volunteer Opportunities
- Nationals 2020