



## **BOARD OF DIRECTORS MEETING**

**Date: November 26, 2018**

**6:45pm**

Location: Sutton Realty

Present: P Pearce, B Wills, S Ecclestone, G Morazain, M Nichiporuk, T Hudson, G Sadesky, L Algra

Regrets: B Ree, S Herchen

1. **Agenda and Minutes of Last Meeting**- approved as circulated
2. **Treasurer's Report:**
  - Revenue is up, Programs and memberships are up.
  - Gross profit up 37K from last years.
  - 19K up on expenses, 18K up on wages (programs director wage, for example)
  - Finance committee had a meeting in the last month.
  - Exploring option of credit card for Program Director
  - CAFT system: payment for staff and electronic transfers. Should be up and running, though not yet problem free.
  - We now have 2 staff vehicles, one for Programs Director, and one for general staff.
  - \$2500 transferred to the Nationals 2020 committee to pay for local website and payment accreditation.
3. **Operations Report:**
  - No longer need to insure day lodge as it fall under Parks.
  - Lights now in through biathlon range
  - Trail budget is on track
  - POS report: 2017 79K to date, 2018 85K with one weekend left
4. **Committee Report:**
  - o **Advertising + Marketing- Mark**
    - Donors have been very generous- lots of prizes for NorAm and other comps
  - o **Biathlon- Lynn**
    - Held "Try Biathlon" day with JD athletes- two new athletes joined
    - Regional competition coming up mid December
    - Program is growing and much activity in the range
  - o **Competitions- NorAm- Pat**
    - o - NorAm planning going well
    - o - 2020 Nationals- Organizing Committee active
    - o - logo ready to wrap on 2 vehicles, banners will be made.
  - o **Finance- Sandra**

- o **Fundraising- Greg**
  - Shopping cards- complex with large upfront purchase. Looking for other long term sustainable fundraising.
  - Suggestion to have cards pre-paid and once total received to purchase cards.
  - Arrangement with Helmut's to purchase smokies for half price.
  - Suggestion of selling smokies for Dec 7 & 8- NorAm
- o **HR- Sandra**
  - HR committee continues to review staffing and efforts for recruitment and retention
- o **Information Management- Guy**
  - Continues to work on updating Club website and Zone4
- o **Internal Communications- Brent**
- o **Liaison SSMR- Brian/Guy**
  - SSMR committing to providing prizes for SLNC events
- o **Liaison Parks- Brian**
  - Possible long term agreement up to 20 years.
  - Draft Park permit use will be coming forth in January 2019
  - Trail expansion
  - Good positive relationship with Parks & SLNC
- o **Lodge- Greg**
- o **Policies- Guy**
  1. Motion that the proposed Policy on Policy & Procedures be approved- Approved and Carried
  2. Motion to amend the proposed replacement Dog Policy fee be \$50 and that the replacement Dog Policy be approved- Approved & Carried.
- o **Programs Management Team- Greg**
  - Actively working with Eric on Year at a Glance for Programs and Key Performance Indicators and Satisfaction Surveys. Communication & Scheduling via calendar seems to be working.
- o **Safety- Troy**
  - Exploring framework and schedule of having professionals (doctors, nurses etc.) volunteer to be medical patrol
- o **Social/Recreation- Sylvia**
- o **Sponsorship- Mark/Guy**
  - Working on database of sponsors and getting prizes
  - Will get names of sponsors to race secretaries to put on race invitations
  - Signed contract with Ford for 1 truck for coach, 1 car GM/SLNC staff
- o **Strategic Plan- Guy**
  - Need to follow up on strategic plan. If each committee can look at 5 year plan and how it is getting implemented. Review of plan will be quarterly from AGM, next review February 2019
- o **Volunteers- Sylvia**

## 5. **Old Business resulting from the last meeting**

6. **New Business-** Skiers without passes issue- future discussion

7. **Equipment Purchase-** Purchased extended warranty on new ATV. Will try to get through this season with current equipment and look further in future about replacing other equipment.

## 8. **Meeting Adjourned**

**Next Meetings: January 14th & 28th @ 6:30pm, Sutton Realty**