



Board of Directors Meeting

Date: Nov 25th, 2019

Location: Phoenix Boardroom

Name	Present	Name	Present	Name	Present	Name	Present
Lynn Algra	Yes	Sandra Ecclestone	Yes	Brent Ree	Yes	Troy Hudson	Yes
Marcus Boyle	Yes	Anja Lee	Yes	Hugh Seaton	Yes		
Tara Fulop Connor	Yes	Pat Pearce	Yes	Brian Wills	Yes		

#	Details	Follow-up
1.0	General Admin	
	<ul style="list-style-type: none"> Agenda and minutes of meeting of Oct 28th, 2019 – Approved by e-mail Next meeting – Jan 6th, 2020 at 7pm – Phoenix Board Room 	
2.0	Committees	
2.1.	Finance	
	<ul style="list-style-type: none"> Balance sheet (as of Oct 31/19) <ul style="list-style-type: none"> Operating account balance is \$560 k (\$69 k increase over Oct 31 last year). Season pass sales are \$105k. (\$15 k increase over Oct 31 last year). This is a key measure of the growth of the club. Net revenue for SuperCamp is \$243 k (\$35 k increase over Oct 31 last year) Statement of operations (as of Oct 31/19) <ul style="list-style-type: none"> Revenue to-date is \$7 k lower than this time last year. (in part due to our 2019 application for a gaming grant not yet being approved). Expenses are \$49 k higher than last year. This is largely due to R&M building expenses (mold remediation and lodge upgrades). 2020 Nationals balance is \$32 k. Finance Committee <ul style="list-style-type: none"> Speaker and amp purchase (~\$6,000) approved (from SLNC small capital items budget). The automated payroll system is set up and working well. FC reviewed and revised its terms of reference. FC set goals for 2019-20. FC suggesting revisions required in some accounting policies Donations for groomer from Parks – Finance to follow-up to ensure transfer of funds to club. 	Hugh

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2.2.	Operations	
	<ul style="list-style-type: none"> • Financial Overview <ul style="list-style-type: none"> ○ 1641 members with 210 masters, 139 youth in club programs (\$308k) ○ XC Supercamps sold out (\$295k) ○ Black Prince Dinners – 68 of 88 sold out ○ POS sales - ~\$30k less revenue compared to last year due to late start to ski season. Up \$2k from 2017-18. ○ Office supplies – on budget ○ R&M Building – on budget ○ R&M Equipment – on budget but watching closely due to significant repairs to old PB. ○ R&M Trail – on budget 	
	<ul style="list-style-type: none"> • Other <ul style="list-style-type: none"> ○ Safety <ul style="list-style-type: none"> ▪ 2 first aid incidents. ▪ Ongoing training with staff to have a minimum of 1 OFA L2 on site each day. ▪ Monthly search and rescue training starting this week. This project will bring up to 25 search and rescue technicians to SLNC each month to learn our trail system and work with staff through a variety of different training scenarios. ○ Staffing – training ongoing with an excellent group of staff 	
	<ul style="list-style-type: none"> • Equipment – Old PB and quads are requiring significant maintenance and some capital expenditure will be required before next year. 	
2.3.	Biathlon	
	<ul style="list-style-type: none"> • Regional race – went very well, with positive feedback from participants. Congratulations to the team! 	
	<ul style="list-style-type: none"> • BC Cup – currently has 88 registrants with a cap of 140. Sold 87 smokies thus far 	
2.4.	Competitions	
	<ul style="list-style-type: none"> • 9 participants in a Level 1 officials course, and 9 in Level 2 officials course 	
	<ul style="list-style-type: none"> • Sovereign Open – As of Nov 21st - 232 registered for Saturday and 186 for Sunday. Projected to be financially positive. 	
	<ul style="list-style-type: none"> • Team sprints – are the same day as the cadet biathlon provincials. Nordic and biathlon teams to be aware of constraints on shared resources. 	
	<ul style="list-style-type: none"> • Nationals 2020 – currently at \$50k of \$65k fundraising. Waiting for grant responses. Timing costs will likely be lower than budget. 	
	<ul style="list-style-type: none"> • Medals – 200 each of gold, silver, and bronze medals ordered 	
2.5.	Parks/Lodge	
	<ul style="list-style-type: none"> • Silver Star Park Management Process – e-blast sent out to members to provide their feedback to Parks. Reminder to go out in mid-December. 	Troy
	<ul style="list-style-type: none"> • Board response to be considered/prepared 	Brent
	<ul style="list-style-type: none"> • PUP draft is expected this week. Hoping for final agreement by 12/31 	Troy/Brent
2.6.	Other Committees/Tasks	

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	<ul style="list-style-type: none"> Advertising/Marketing – Nothing to report this month 	
	<ul style="list-style-type: none"> HR – Nothing to report this month 	
	<ul style="list-style-type: none"> Liaison – Nothing to report this month 	
	<ul style="list-style-type: none"> Governance – Sandra working on updating Google drive before turning over to secretary and to appropriate board members 	Sandra
	<ul style="list-style-type: none"> Programs – Nothing to report this month 	
	<ul style="list-style-type: none"> Social/Recreation – Nothing to report this month 	
	<ul style="list-style-type: none"> Sponsorship/Fundraising – No committee 	
	<ul style="list-style-type: none"> Volunteering – No committee. Website has been modified to include a central page for all volunteering, as well as a general volunteer page. 	
	<ul style="list-style-type: none"> IT - Brent updated the @sovereignlake.com e-mail addresses <ul style="list-style-type: none"> Nationals 2020 social media accounts – access needs to be resolved 	Troy/Marcus
2.7.	<i>Other Committee Business</i>	
	<ul style="list-style-type: none"> Board members to review the terms of references for their committees and create or update as necessary. Carried to next meeting. 	All Members
	<ul style="list-style-type: none"> Board members to review and suggest goals for their committees. For discussion at the next board meeting. Carried to next meeting. 	All Members
3.0	Other Business	
3.1.	<i>Use of High Fluoro (HF) Waxes</i>	
	<ul style="list-style-type: none"> Recreational Use – The lodge no longer sells fluoro waxes. 	
	<ul style="list-style-type: none"> Biathlon – races that are currently planned at Sovereign all prohibit the use of HF 	
	<ul style="list-style-type: none"> FIS – has stated that they will be banning all fluorinated ski waxes for the 2020/2021 season 	
	<ul style="list-style-type: none"> Nationals 2020 – This is a race that is run on behalf of NC. NC has been working diligently on the HF issue. For the 2019/2020 season NC is unable to support a ban. The event will be fully HF allowed. Motion to allow Nationals to continue with this HF policy. Approved by all members. 	Approved Motion
	<ul style="list-style-type: none"> Testing <ul style="list-style-type: none"> A protocol has been proposed for testing before and after the Nationals. Costs – proposed to be shared between NC, CCBC and SLNC equally. Expected cost for SLNC to be less than \$1200. Motion to approve these costs. Approved by all members. Ownership of data – a written agreement required for who owns the data 	Marcus
	<ul style="list-style-type: none"> Letter received – a meeting for later in the week was agreed to discuss concerns raised 	Pat, Marcus
3.2.	<i>Code of Conduct</i>	
	<ul style="list-style-type: none"> Athlete Code of Conduct – due to a recent incident staff created a code of conduct to be signed by all athletes at an athletes’ meeting 11/26. Various edits were discussed in the meeting and updates made. Motion to approve the agreement. Approved by 8 members, 1 abstained. 	Approved Motion
	<ul style="list-style-type: none"> HR committee to review and decide on best policy for other age groups and method of delivery. 	Brian
3.3.	<i>Other</i>	
	<ul style="list-style-type: none"> Membership survey – all to review the previous survey results for discussion at next meeting. 	All Members
	<ul style="list-style-type: none"> New groomer celebration – will be part of the Dec 15th potluck 	Tara/Brian

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	<ul style="list-style-type: none"> Board to consider a policy for removing a fellow board member. This would have to be approved at the next AGM. Proposed is by approval by all board members minus 2, as long as this number is at least quorum. 	All Members
	<ul style="list-style-type: none"> Fundraising – Brian presented information about a seminar he attended in regards to methods for fundraising, in particular for large capital projects. Brian will review further and recommend next steps. 	Brian
	<ul style="list-style-type: none"> Topic of interest discussion – next meeting 	Lynn