



Board of Directors Meeting

Date: June 29, 2020

Location: Conference Call , 7:00 pm to 9:05 pm

Name	Present	Name	Present	Name	Present	Name	Present
Lynn Algra	Yes	Sandra Ecclestone	Yes	Pat Pearce	Yes	Brian Wills @ 8 pm	Yes
Marcus Boyle	Yes	Troy Hudson	No	Hugh Seaton	Yes		
Tara Fulop	Yes	Anja Lee	No	Cor Smit	Yes		

1.0 Minutes May 25, 2020. Approved. CARRIED

2.0 Treasurers Report – Submitted

Financials as of May 31, Year End *Compared to Last Season:*

Balance Sheet

- Operating Account has \$330 K.
- Our total Club equity balance is \$1.38M, \$183K higher due PB400 grant and fund-raising.

Total Revenues Year End are \$989K (close to budget and \$36K less with Nationals2020 removed) :

- *Season Pass* sales at \$248K are \$19K higher;
- *SuperCamps* are \$66K net for each SLNC and SSMR (\$19K higher);
- *Programs* revenues at \$106K are \$17K higher;
- *Lodge Sales* at \$32K lower, (Day Passes are \$36K lower & Lessons \$7K higher);
- *Competitions* revenues are \$28K lower due to no NorAm event and cancellation of Nationals 2020.

Expenses at \$711K are \$34K higher and \$29K below budget:

- *Wages & Salaries* at \$354K are \$14K higher;
- *R&M Building* at \$58K are \$35K higher;
- *R&M Trail and Fuel* are \$7K and \$3K higher;
- *R&M Equipment* is \$24K less than last year;
- *Accounting Fees* are up \$5K due to Nationals2020.

Operating Profit (before amortization) at \$178K is \$43K lower

Net Revenues less Expenses is \$88K, \$81K less than last season. Many factors contributed to a lower net including; no Gaming grant; shorter season (open late and close early); Lodge remediation; higher Wages and Salaries; increased Grooming costs due to high snowfall.

3.0 Operations Report – Submitted

Planning for next season around COVID pandemic:

- Capital and Operation Budgets are completed. Operating Budget is based on a reduced Revenue and Expenses season but can be scaled up or down depending on the state of the Pandemic.
- COVID Committee has been actively working on a *Return to Sport* documentation for Programs which have been approved by CCBC. In addition, the committee has been developing Protocols for operations (COVID Resources) and all documents can be viewed on the SLNC Website.

Zone 4 Registrations are now live for our Programs and XC Supercamps.

- To date Programs registrations includes 126 registrants (32 Youth, 94 in Masters) . Masters XC is capped at 100 due to social distancing guideline and will be reviewed in late autumn.
- Supercamps registration is open and are expecting much less revenue due to COVID and will use more local and regional staff for the camps to reduce costs. New website to be launched soon is much more user friendly, modern and less costly.

GM has met with Spirit North, the Okanagan Indian Band and the Splatzin First Nation regarding introducing Indigenous Opportunities at SLNC this coming season through the S’Cool Ski Program which could include an interpretive component.

The annual Danger Tree Assessment has started and 3 weeks of falling has been completed by members of the Ministry of Forests Fire Crew to remove over 60 trees along our road right of way.

4.0 Committee Reports

4.1 COVID – Cor

- Initial Programs protocols and procedures are complete and are available on the SLNC Website, *Covid-19 Protocols and Communications Page*.
- Later this summer, Membership and Visitors Resources will be active on the Website.
- Committee found lots of available government information.
- Additional procedures involving cleaning and signage need to be finalized closer to opening.

4.2 Competitions - Marcus

- Fall Biathlon race is a regional race not a NorAm.

4.3 Lodge/Facility- Marcus

- BC Parks Foundation website active.
- One level building being reviewed for implementation.
- Steps for future expansion are roughly: Step 1 – New building, Step 2 – Renovate existing to complement Step 1, Step 3 – Expand the new building as funding allows, Step 4 – demo existing building and rebuild. Step 1 and 2 are planned at this stage.
- Base case items in new building: General seating (incl mini-kitchen and cubicles), washrooms, customer service, rental, retail, staffing back office and coffee bar.
- Coffee bar space being allowed for, business model to be decided later (self-run, franchise, etc).

5.0 Committees Follow Up

5.1 Budgets –Hugh

Capital Budget

MOTION: The Board approves \$89,000 in capital expenditures for 2020-21. The allocation is for (1) Washroom upgrades for up to \$20,000, (2) Replacement of ski rental equipment for up to \$30,000, (3) A new tiller for the 2012 groomer for up to \$35,000, and (4) Double poling machines for youth training for up to \$4,000. **CARRIED**

Operations Budget

The budget for next season reflects a conservative outlook for next season with reduced revenues and expenses. Five models have been developed to plan for various scenarios that may be in effect next season.

MOTION: That the Board approves the Operations Budget 2020-21, Model #4 with a net revenues over expenses of \$24 K as presented with the proviso that the model can change to adapt to ongoing COVID constraints and opportunities. **CARRIED**

5.2 Code of Conduct – Brian

A universal Code of Conduct has been incorporated into the Season Pass registration for all adults, youth and children. In addition, a more detailed Code of Conduct has been implemented for Programs where travel is required, signed at the beginning of each season.

5.3 Policy and Fees for Commercial Operators – Hugh

Revisions were made since last Board meeting and the next step is to wait for feedback from BC Parks.

Upon approval from Parks the Policy can be condensed for our Policy Manual including a preamble about the non exclusivity and a clear policy statement with some procedures.

6.0 New Business

6.1 Finance & Accounting Policy – Sandra

Revisions have been made to the existing policy with some changes:

- Debt must include a solid repayment plan;
- Expenditures outside of the approved budget greater than \$5000 require Board approval.
- GM has discretion up to \$1000 and Finance Committee approves \$1000 to \$5000;
- Sole sourcing (single source for cost estimate of a purchase) has been added.
- Sponsored vehicles section has been added

MOTION: That the Board approved the revisions to the Financial and Accounting Policy, dated June, 29, 2020. **CARRIED**

6.2 Membership Definition –Marcus

A general discussion about Memberships and how they pertain to Club including: Sense of Belonging, Conscientious Member, Benefits and Privileges, Fees and Price Structure with SSMR,

Upgrade of a One Pass from SSMR (Resort One Pass includes Alpine and Nordic), Line Item on Year End Financials, and Loopholes.

This item will be addressed before our next board meeting as it affects price structure with SSMR.

6.3 Refund Policy – Finance Committee

Some suggestions have been developed and discussed within the Finance committee but needs to be clarified and finalized soon as registration is opening up.

6.4 Club Awards - Tara

Tara will contact S. Pommier to see if she is interested in taking on Club Awards to be presented at the AGM.

6.5 AGM – Sandra

The AGM will be held on Oct 21, 2020 by video conference and we will also book the Schubert Center as a backup to host a small group in-person if COVID regulations allow.

If voting for elections of directors is required, an electronic platform will be available to provide anonymous polling.

A subcommittee of Sandra, Brian and Lynn will work with the Elections Committee to plan for our AGM.

Next Scheduled Board Meeting is at 7 pm, August 31, 2020