

## Sovereign Lake Nordic Club Board Meeting

Monday, Aug 23, 2021  
7:00 to 9:00 p.m.  
via Go-To-Meeting

### Minutes

Item	Purpose	Lead
1. New Business	Identify New Agenda Items	Rob
2. Approval of Agenda	Approval	Rob
3. Approval of Minutes	Approval	Cyndy
4. General Manager's Report	Information	Troy
5. Canada Cup	Discussion	Troy
6. Treasurer's Report	Discussion	Hugh
7. Yearend Financial Statements- External Review May 31, 2021	Decision – Motion to approve	
8. S2SS event progress	Discussion	Cyndy
9. Volunteer Management – Software approval	Discussion/Decision	Cyndy
10. Competitions TOR (final version)	Decision – Motion to approve	Rob
11. Programs Update	Information	Cyndy
12. AGM 2021 – Date and Venue/ Agenda items	Discussion/Decision	Rob
13. BOD nominations/elections	Discussion	Rob
14. Election committee – Bylaw changes	Discussion	Rob
15. Old Business	Discussion	Cyndy
16. BOD Files/ Committee Reports - Uploading	Discussion	Cyndy

### Call to order

Meeting called to order at 7:01pm

1. New Business
  - a. COVID protocols and passports
  - b. Motions **approved** electronically
    - i. **Motion #1:** That the SLNC approves the Principles for Preparing an Agreement Between Sovereign Lake Nordic Club and Silver Star Mountain Resort July 21, 2021
    - ii. **Motion #2:** That SLNC Board approves the Sovereign to SilverStar Ski Marathon budget

- iii. **Motion #3:** That the SLNC Board approve a \$5,000 loan in support of the Sovereign 2 SilverStar Ski Marathon with the expectation that these funds are repaid as the first priority of repayment at the conclusion of the event
- iv. **Motion #4:** That the SLNC sign the agreement between SLNC and Visma Ski Classics.

- 2. Approval of Agenda **Approved**
- 3. Approval of Minutes **Approved**

- 4. GM report – see written report
  - a. Have filled all positions except 2 (Shop Lead and head mechanic) but have strong applications
  - b. Haven't been able to do much trail work secondary to fire danger. Working mostly on staff and Programs.
  - c. Mowing contract will start 3<sup>rd</sup> week of September after fire danger has passed.
  - d. Lighting in the stadium/parking lot is being upgraded
  - e. Biathlon project – we have rec'd an anonymous donation through Biathlon BC approx. \$400K for upgrades. SLNC will not be responsible for any of costs. Will be the 3<sup>rd</sup> best range in Canada just behind the Olympic venue. Will allow for more biathlon usage.
  - f. We are tracking well financially

- 5. Canada Cup discussion
  - a. Commitment for senior officials roles and from parents have been obtained.
  - b. If COVID restrictions occur our losses should be minimal as we will hold off on hard costs until we are much closer.
  - c. We are in the process of training up 2-3 more Level 3 officials

- 6. Treasurer's report
  - a. FC met and set some priorities for 2021-2021

**Motion: to accept financial year end** **Approved**

- b. BC Parks Endowment Fund
  - i. Jess4Kids fund has \$37K and funds will used according to which they were raised to support youth participation in Nordic
  - ii. The Groomer campaign

**Motion to move that \$39K to replace the 2008 Groomer** **Approved**

- c. Refund for HP Masters
  - i. Because the books are closed for last season refunds will need to put on this fiscal year. HP paid \$660 for the 2020-2021 season but due to COVID rec'd very little services. Contact hours with coach were around 6 – 7 hours total for \$660. The refund is \$60 for the XC Masters and \$200 + GST \$273 for a total of about \$9K. A communication from Mike Bell will go to the 2020-2021 HP registrants. The other piece is a refund policy in place for the 2021 – 2022 season.

**Motion: Refund the 2020 – 2021 HP Master registrants \$273 (\$260 + GST)** **Approved**

- d. FC priorities
  - i. Introduce a multi-year approach to capital planning.
  - ii. Develop a detailed grant application strategy in support of priority capital projects.
  - iii. Regularly monitor and advise on Programs revenues & expenditures.

- iv. Develop a detailed financial plan for a new groomer (to replace the 2008 PB400).
  - v. Work with BC Parks Foundation in support of the new Lodge Project and new groomer project.
7. Year end financial statements – external review
  8. S2S event update
    - a. Event website and registration is up and running
    - b. Working with Visma Challenger series
    - c. Overall partnership with SilverStar is going well
    - d. Will be discussion possible COVID cancellations
  9. Volunteer Management software – see written report
    - a. Will set up meeting with Troy and Galaxy and invite the rest of the BOD. People who are unable to join can submit questions
  10. Competitions TOR
 

**Motion to approve the updated Competitions TOR** **Approve**
  11. Programs update
    - a. Interviewing strong Head Coach applicant

**Motion: Approve Schedule A for Head Coach position** **Approved**
  12. AGM 2021update
    - a. AGM Oct 20<sup>th</sup> at 7pm virtually.
    - b. Will reach out to Candace to set up electronic voting
    - c. **Action** – Rob to send out AGM agenda from last year and then discuss 2021 agenda items
  13. BOD nominations/elections
    - a. See proposed BOD responsibilities
    - b. Job descriptions are needed
  14. Elections Committee – Bylaw changes
    - a. Bylaws regarding the AGM and voting need to be updated. Working with the Elections Committee to provide updates that can be voted on at the next AGM
  15. Old business
    - a. We need to add Old Business to standing agenda to ensure Action Items are being completed
  16. BOD files/committee reports – uploading
    - a. All committees need to submit reports for each BOD meeting

Meeting adjourned at 8:56pm