

Sovereign Lake Nordic Club
Board of Directors Meeting
January 26, 2022 (by videoconference)



MINUTES

Meeting chaired by Cyndy Flores

Call to order: 7.03 PM

Present: Cyndy Flores, Rob Oxenham, Hugh Seaton, Tara Fulop, Dren Maloku, Marshall Moleski, Bill Miller, Malcolm Devine, Troy Hudson

Regrets: Ted Angen, Sue Cairns

1. Approval of Agenda

Agenda approved.

2. Approval of Minutes of Previous Meeting

Approved.

3. New Business

4. Finance Report

(a) December monthly report: A detailed financial report was provided. SLNC's financial position is healthy overall. Program revenue is expected to break even by the end of the year. SuperCamps expected to be quite profitable. Anticipate by end of fiscal year to be in the black, but less than last year. Overall would expect no or small transfer into the Capital account. Capital account currently stands at \$180,000.

(b) Fundraising strategy: Hugh Seaton spoke to a document ("SLNC Fundraising Strategy") prepared by the Finance Committee. He acknowledged very good input from Sue Cairns and Jacqueline Ackerman concerning fundraising for Programs. Two motions were presented:

Motion 1. That the SLNC Board accept the SLNC Fundraising Strategy as presented in the above-referenced document. Carried.

Motion 2. That the SLNC Board appoint the Finance Committee to manage implementation of the strategy, until such time as a new committee is formed to manage it. Carried.

(c) Replacement of old groomer: Brian Wills prepared a report on maintenance/repair requirements and replacement of the 2008 groomer. This groomer is nearing its anticipated retirement and repair and maintenance costs are expected to increase. It is proposed to replace it with a new groomer to be ordered in January 2023 for delivery prior to the 2023-24 season. Estimated cost is ca. \$525 K. We intend to apply again for a BC Gaming grant (SLNC was awarded a \$230 K grant for the previous groomer). We intend to apply for a grant for around \$200,000. The grant opens for applications in May. Resale value of the old groomer estimated at \$70 K. Apply for a commercial loan for \$150,000. Must wait until the fall to see if we get the grant. The balance will have to come from donations (members and others), capital reserve and bank loan.

5. Committee Reports

(a) GM Report: Troy summarized highlights of his monthly report, as follows: December was a bad month financially (lack of visitors due to Covid and road closures, very cold weather over Christmas) but January has been much better. We are currently sitting at 2,875 members. Staffing has been very tight, with one or two Covid cases and two staff members leaving shortly. We are generally short of staff, a long-term issue that needs to be addressed to free Troy up for other duties. In contrast, the instructor pool is good, with five new instructors and more lessons being offered.

The Canadian Olympic ski team trained at Sovereign for 2 weeks and greatly appreciated the use of our facilities. This has been great exposure for our club.

(b) HR: Conducted in camera.

(c) Volunteer: New software is working well. Volunteer activity is being tracked for recognition at end of season and will also be useful as we apply for grants, etc.

(d) Competitions: Detailed report submitted by Marcus. All going well. SLNC will host a World Youth and Junior Championship biathlon event in February, and a kids' biathlon later in February (replacing the cancelled BC Winter Games event). Planning for S2S is going well and the event is in a strong financial position. There will be a requirement for a lot of volunteers for this event, over the two days.

(e) Programs: Sue provided a brief written report. Overall, programs running well; more detail provided by Jacqueline Ackerman (see below).

(f) Health and Safety: N95 masks have been provided to all staff for better protection against Covid. The Proof of Vaccination requirement worked well for the Western Canada Cup events and it will be a requirement for S2S participants also. A Hepa filter has been obtained for use in the office area, to improve air quality. SLNC recognizes the new Provincial policy regarding paid sick leave and time off for vaccinations. The cold weather policy has been modified so the lodge will stay open down to -30 C (apparently some people still come up to ski at lower than -25 C).

There are plans for a chainsaw bucking course for staff and volunteers. AED training has to be completed and First Aid and Transportation and Fall Risk Management training programs developed for staff. A suitable lift system for servicing the snowcats has been developed (wooden ramps), which will facilitate maintenance.

(g) Lodge: An email blast resulted in several members coming forward to volunteer to help in various ways. An architect (volunteer) has offered assistance in making preliminary drawings of new lodge options. An organization chart describing the different activities involved in the project is taking shape, with names of people associated with those activities slowly being added. We are considering hiring an interim Project Manager to help guide us through the first phase of getting solid plans in place, project costing, etc.

6. New Business

(a) Volunteer year-end appreciation: Deferred to next meeting.

(b) Strategic Plan/Master Plan: SLNC's current strategic plan runs from 2018-2023, so a new plan has to be developed in the coming year. The BOD may engage a facilitator to help with the process, either externally or from within the membership. The Master Plan would be a higher-level document, looking further out than the Strategic Plan.

(c) Sovereign Lake Road: At least one letter of complaint has been received about the state of the road leading up to Sovereign Lake. It was suggested that road maintenance is likely based on out-

of-date estimates of traffic volume, and this needs to be corrected. Previous efforts to get this addressed have not been successful and more effort is required to improve the situation. Troy and Rob to work together to see if this can be resolved.

- (d) Naming of Biathlon Range: There has been discussion of what to name the biathlon range and how to recognize the efforts and financial contribution of Lynn and Peter Algra in this regard. Following consultation with the Algras, it was agreed that a plaque recognizing their efforts will be placed near the range.

Motion: That the biathlon range be officially named "The Sovereign Lake Biathlon Range." Carried.

7. Head Coach Report (Jacqueline Ackerman):

Jacqueline provided an overview of ski programs, including Academy, Post-secondary, and Biathlon. All programs are running well, with over 70 volunteer coaches across all programs. The coaching efforts of Lynn and Peter Algra, Mike Bell and Pat van Mullem were recognized. The competitive programs also have very good wax tech support. Overall, Sovereign skiers are getting a lot of podium finishes in competition.

8. Old Business

- (a) Winter Carnival Parade (Vernon): Tara has done a great job of organizing a Sovereign Lake float for the parade (Saturday, February 5). We will have a decorated truck bed, kids on roller skis, etc., to promote the club.
- (b) Executive Team: Rob provided a brief overview of the role of the newly-formed Executive Team and summarized its Terms of Reference (to be posted on the SLNC website).

Motion: That the Executive Team Terms of Reference be accepted as presented. Carried.

- (c) Board Committee Roster: Cyndy agreed to circulate the current version of the Committee roster to BOD members.

9. Next BOD Meeting

Wednesday February 23, 2022

10. Adjournment

Meeting adjourned at 9.30 PM.