

**Sovereign Lake Nordic Club  
Board of Directors Meeting  
February 21, 2023 (virtual)**



**MINUTES**

Meeting chaired by Cyndy Flores

Call to order: 7:03 PM

Present: Cyndy Flores, Hugh Seaton, Tara Fulop, Marshall Moleschi, Bill Miller, Dave Dennier, Malcolm Devine, Sue Cairns, Sabre Cherkowski, Troy Hudson

Regrets: Dren Maloku

Guests: -

**1. Approval of Agenda**

Agenda approved.

**2. Approval of Minutes of Previous Meeting (Jan 24, 2022)**

Minutes approved.

**3. Review of Actions**

#	Action	Current Status
2022-11.5	Troy to complete Operations Handbook by the March board meeting and will provide status updates in January, February and March.	Ongoing. Centralizing information on suppliers and contact info, partnerships, operational documents, and passwords in common folders. Monthly calendar being developed.
2023-01.1	Cyndy to open a new folder in Google Drive for CRM so the committee can start to build out customer-related content and architecture. Due by Feb 15 2023.	Complete.
2023-01.2	Troy to email Sandra and Brian and copy Hugh Hamilton to obtain legacy giving framework. Due by Feb 15 2023.	Complete.
2023-01.3	Hugh H to prepare a paragraph summary for awareness of this committee and need for new committee members for Troy to use in an email newsletter. Due by Feb 15 2023.	Complete.
2023-01.4	Cyndy to review mandate of the Stakeholder committee with the Governance committee and	Extended.

	make a recommendation on path forward to the board. Due Feb 21 2023.	
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#### 4. Motions

##### 4.1 Dog Use Policy

Troy presented a draft of the updated “Dog Use Policy Agreement”. Dave suggested that the title should be updated to Dog Trail Use Policy. Referring to section 6, it was suggested that the policy should be clear that any violation of any section of the policy would lead to the revoking of trail access for the dog owner. Sabre suggested that policy regulation by dog owners may not be practical. There was some discussion over whether there should be off leash sections of dog-permitted trails, but it was concluded that this would be difficult to institute and not practical.

Action 2023-02.01: Dave and Sabre to send suggested wording changes to Troy, and Troy to circulate updated policy with motion to approve via an email to Board members.

##### 4.2 Healthy Lifestyle and Policy & Land Acknowledgement Statement

The following acknowledgement statement was tabled for acceptance: “SLNC acknowledges that we are situated on the ancestral, traditional and unceded territories of the Syilx and Secwepemc Nations. We are grateful to have the opportunity to collaborate, play and work on these lands”.

Motion: That the board approve the acknowledgement statement. **Motion approved.**

##### 4.3 Indigenous Lifestyle and Participation Policy

A draft policy was developed in consultation with other Nordic ski clubs, and tabled for approval. The policy encourages participation in ski and snowshoe activities with first nation communities by granting a variety of free day pass, equipment rentals, and season passes for Indigenous persons.

Through discussion, it was concluded that the statement previously approved would be used in place of the opening sentence of the drafted policy.

Motion: That the board approve the indigenous participation policy, as amended in discussion. **Motion approved.**

The Acknowledgement Statement will be added to the SLNC website along with a link to a new webpage highlighting the collaborative work being undertaken with Spirit North.

#### 5. Environmental Sustainability Committee

Dave presented the draft results of the benchmarking work done by the Environmental Sustainability Committee. The presentation summarized consumption data such as the volumes of diesel, gasoline, electricity, and firewood consumed to support SLNC operations, and also provided information regarding water use and garbage production. The greenhouse gas emissions from these sources were also estimated.

In addition, an informal survey of the cars in the parking lot on Saturday February 18th at 10:30 am showed that 91% of cars were gasoline/diesel, while 4% were hybrid, 4% battery electric, and 1% plug-in hybrid electric. Using this visitor fleet profile, along with estimates of number of day trips, distance travelled by visitors, staff and suppliers, emissions estimates have been made encompassing all operations and visitors.

Dave will work with Troy to seek 3<sup>rd</sup> party review of the data with Biosphere Sustainable (Thompson Okanagan Tourist Association) of which SLNC is a member. Once vetted, the information will be shared more broadly with the community. The information is expected to form a good basis for pursuing related grants and also to build community engagement.

The environmental sustainability committee will now summarize a list of recently completed projects and develop a list of projects to be undertaken to reduce consumption and emissions. It is expected that this list will be shared with the board in March.

## **6. Committee Reports**

### **6.1 General Manager**

Troy provided updates on the Jess4Kids Team Relay and advised that 3 of 4 Black Prince Cabin dinners had been held and were well received. Supercamps have had their highest number of participants ever this year. Troy met with the Indigenous Youth Outreach Program Coordinator when dropping off the Xmas Day Fundraising cheque of \$1,500, and discussed opportunities and long-term relationships between SLNC and the North Okanagan Friendship Centre to bring more youth to SLNC through the Spirit North program as well as through Jess4Kids.

### **6.2 Treasurer**

Hugh indicated that there have been strong revenues in the past month, with formerly lagging season pass sales now essentially matching targets, and strong day pass and lodge sales reported, although total revenues still remain slightly below target. Expenses are 41% higher this year due to increased staff costs and inflation impacts on fuel and other expenses, leading to much tighter financial results this year than planned. Efforts are underway to reduce expenditures for the remainder of the year.

### **6.3 Programs**

A survey will be developed to capture feedback from all program participants, coaches and leaders. Sue mentioned that the programs and treasurer committees are presently looking at a way to consolidate and simplify reporting.

### **6.4 Human Resources**

Marshall shared an updated mini-strategic plan for HR that provides an overview of the work to be undertaken in the next year. The HR committee has reviewed the code of conduct policy and is now reviewing other related documents for consistency. The results of the review will be reported to the board. A draft workplace incident flow chart has been developed, and will be enhanced through testing against multiple potential scenarios.

### **6.5 Lodge**

Malcolm advised that there will be three in-person engagement sessions (March 9-11) at the main lodge to seek member input into needs and wants in a renewed lodge. A RFP to conduct a fundraising feasibility study has been issued to three parties, and a grant application has been submitted to cover the cost of the study.

## **6.6 Events**

The events committee continues to make progress alongside the conducting of events this season. Marshall provided a mini-strategic plan that has been drafted by the events committee. Work continues to finalize the plan.

## **6.7 Stakeholders**

A grant has been provided to Cross Country BC that will enable them to cover costs related to training certain event officials. SLNC is looking to mobilize on this training opportunity in the spring.

Tara described fun events that were undertaken since the last board meeting including free snowshoe day and free cookie day. Planning is now underway for International Women's Day event on March 5<sup>th</sup>.

Marshall advised that a meeting was held to discuss recognition of volunteers. Further information gathering is required.

## **6.8 Fund Development**

A grant application has been prepared and submitted to cover the costs of a fundraising feasibility study. Work continues in establishing an arrangement to allow donations to be recognized as charitable donations. A central folder has been established to collect grant applications and related information. Hugh also indicated that work was underway related to the discussion on legacy giving from the past board meeting.

## **6.9 Health and Safety**

No update this month.

## **6.10 Environmental Sustainability**

Further to the presentation made, Dave advised that a member has developed a proposal for installation of electric vehicle chargers at SLNC, based on their experience with charger installations at another Nordic ski centre. The member has been invited to present the proposal to the board of directors for consideration and implementation in the near future.

## **6.11 Governance**

A template for use in documenting policies has been developed. This template will be used as part of a review and update of governance content planned by the committee.

## **7. Strategic Plan Update**

Four focus group meetings have been held with members to discuss their views on the strategic plan. Participants have included members of the masters, biathlon, parents, and day skier communities. Two more sessions are planned. The governance committee will review the feedback and summarize key themes, although overall impressions so far is that there is a keen interest in a shuttle from Vernon, lukewarm response to year-round operations (with preference to keep it local and focus on winter activities), and generally favourable support for a rollerski loop.

## **8. Next Meeting:**

Next meeting: Tuesday March 21st, 6:00 PM. (in-person - location TBD)

Cyndy will send meeting notices for upcoming meetings out to September (based on 3<sup>rd</sup> Tuesday of each month). There will be no meeting held in July.

## **9. Any Other Business**

The extreme snowfall over the past few days led to road narrowing and two busses getting stuck at the switchback on Sovereign Lake Road on Tuesday. No injuries were reported, and the incidents were expected to have taken place at very low speeds. Incident reports are filed, and communicated to parties at BC Park and BC Highways as they relate to road conditions.

## **11. In-Camera Session**

[Not reported].

**12. Adjournment:** Meeting adjourned at 10:00 PM.