

Sovereign Lake Nordic Club

Board of Directors Meeting

May 16, 2023 (Virtual)

MINUTES



Meeting chaired by Cyndy Flores

Call to order: 7:02 PM

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

Regrets: -

Guests: Molly Caldwell, Wendy Shannon

1. Approval of Agenda

The agenda was approved without modification.

2. Approval of Minutes of Previous Meeting (April 18, 2023)

The minutes were approved without modification.

3. EV Chargers

Molly Caldwell (a SLNC Academy athlete and member of the Biathlon Canada Youth Team) presented a set of slides providing background on installation costs for EV chargers (based on experience at Golden Nordic), potential grant opportunities, operating costs and related revenue, a suggested location for the chargers, and the scope of work needed to go forward.

Molly fielded several questions for board members relating to demand, and operation in extreme (down to -40°C) cold. Troy confirmed that there is enough power available at the lodge. Wendy offered to provide contact info for volunteer electrician if needed. Troy indicated that he expected strong interest in funding for these installations from local companies and organizations. Bill (an EV owner) mentioned that Silver Star had four chargers and they were used all winter, so demand would likely be strong, but raised the topic of whether there would be policing of non-electric cars parked in EV charger spots (which happens at Silver Star). Several board members expressed concerns regarding the proposed location (near the main lodge due to proximity to wifi, power and not interfering with snow clearing and grooming operations) and expressed differing opinions on whether having chargers in such a premium parking location is desired or problematic. Dave requested board members send an email suggesting their recommended location (and why) to help resolve the final location.

Action 2023-05.1: All board members send an email to Dave with preferred location for EV chargers (and rationale).

The following motion was also put forward to allow the project to advance.

Motion: That the Environmental Sustainability Committee obtain quotes for the purchase and installation of 2 to 4 EV chargers at SLNC. Motion approved.

4. 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. Due May 16 2023. | No manual per se, but 70-80 reference files have been placed in the central GM folder. Contact list (of over 100 contacts) has been completely updated. These documents have been looked at by the chair, and access will be shared with Ops Manager. |
| 2023-01.4 | Cyndy to review mandate of the Stakeholder Committee with the Governance Committee and make a recommendation on path forward to the board. Due June 16 2023. | Ongoing. |
| 2023-04.1 | Troy to share framework for Roof Safety installations for discussion at upcoming H&S Committee meeting. Due May 16 2023. | Still require a plan, as outsourcing is an option although immediate contractor response may be limited. Action will be reassigned to Dren as part of the Health & Safety committee for follow up at next meeting. Cyndy will follow up with Dren. Wendy advised of need for rope safety training. Dren will work with Wendy to include. |
| 2023-04.2 | Malcolm to share copy of previous City of Vernon grant application with Lynne. Due April 25 2023. | Complete |
| 2023-04.3 | Troy to share ~2014 building assessment report with Lynne. Due April 25 2023. | Complete. |
| 2023-04.4 | Troy to share recent gaming grant applications with Lynne. Due May 1 2023. | Complete. |
| 2023-04.5 | Cyndy to draft a note of congratulations to the S2S Planning Committee on behalf of the SLNC board and share for board approval. Due May 16 2023. | Drafted. BOD members to send comments within next 2 days in order to finalize. |
| 2023-04.6 | Troy to share an update on Programs planning following Programs Committee meeting to be held on Aril 19 th . Due April 19 2023. | Provided in meeting package and covered in agenda below. |

Cyndy recorded the results of a motion related to hosting a biathlon event next season. The motion read as Biathlon to host NorAm/ BC Cup and Regional Event over a 3-day period on the weekend of Dec 8-10, 2023. This motion passed via electronic vote.

5. Finance Committee

5.1 Administrative Motions

Two administrative motions were proposed to support regular activities within the finance committee.

A motion was put forward that the Sovereign Lake Nordic Club Board of Directors approve the following in regard to signing authority on all Sovereign Lake bank accounts as well as approval and read rights on the Vantage One PaymentStream AFT system for payroll, effective May 16, 2023 or when finalized by VantageOne. Remove: Troy Hudson and Theodore Angen; Add: Wendy Shannon; Stay: Tara Fulop and William Miller. The Board also authorizes the adding of Candace Bourque to the PaymentStream AFT system replacing Michael Pennock with the same access and rights as Michael Pennock.

It was suggested that an additional (fourth) board member be added to provide additional versatility in approving cheques and payments. Sabre volunteered to support in this capacity. The following motion was proposed.

Motion: That the Sovereign Lake Nordic Club Board of Directors approve the following in regard to signing authority on all Sovereign Lake bank accounts as well as approval and read rights on the Vantage One PaymentStream AFT system for payroll, effective May 16, 2023 or when finalized by VantageOne. Remove: Troy Hudson and Theodore Angen; Add: Wendy Shannon and Sabre Cherkowski; Stay: Tara Fulop and William Miller. The Board also authorizes the adding of Candace Bourque to the PaymentStream AFT system replacing Michael Pennock with the same access and rights as Michael Pennock. This motion was approved.

Hugh proposed the following motion and explained that the \$100,000 amount would come from a combination of operating profit and funds from the balance sheet, and that ~\$50,000 from the Capital Fund would be used to pay against the open loan on the new groomer.

Motion: That the Sovereign Lake Nordic Club Board of Directors approve a year-end transfer of \$100,000 from the Operating Account to the restricted SLNC Capital Fund. This motion was approved.

5.2 2023-24 Budget

Hugh presented a draft 2023-24 budget for discussion and explained that the finance committee is still undertaking more analysis and decisions are still pending on ticket and pass prices. Troy walked through some of the elements underpinning the budget details and clarified that events revenue arises from activities such as Black Prince Dinners and not from competitions.

Sabre asked how inflation was factored in to the budget presented. Troy advised that inflation impact on past costs (such as fuel) was included although Hugh noted that some estimates may be a bit low with respect to inflation effects. Sabre asked about belt tightening efforts in the budget to offset price inflation affecting skiers and families. Troy viewed that distant travelers are less sensitive to inflation and will be targeted more. Hugh noted that if staffing costs rise, then pass prices may need to do the same.

Sue mentioned that some staff are without a contract right now and that the budget cycle does not match the staffing cycle. Troy agreed and suggested that the process should start in January. Contract end dates can also be adjusted to provide needed flexibility. Sue suggested that the budgeting cycle be added into the GM Calendar.

There is an overdue need to move forward with approving program staffing and pricing. Dave wanted to see more information on the assumptions and breakdown of labour costs and expenses attributed to programs. Troy will provide these details to the finance committee by May 17th.

Action 2023-05.2: Cyndy to receive detailed program cost breakdown and staffing information from Troy, circle back with Finance Committee and distribute updated program information to board members by May 19.

Malcolm asked for the justification for now maintaining two full time coaches. Troy explained that the on-snow season effort is well in excess of a regular 40-hour work-week for coaches, especially when races are attended. After the race season ends, coaches then have time to catch up and plan for the dryland and subsequent training seasons. The extra coach resources will be able to handle increased program needs, including support for the junior development programs (which were previously led by hard-to-find volunteers). The new program design led to a record 6 athletes being named to national teams (best in SLNC history).

6. Programs

Cyndy expressed her appreciation for the monumental amount of work done by Sue, Troy, and Eric and acknowledged the generous, dedicated, and empathetic support they have provided to program members during the current transitional phase. Due to time constraints, detailed discussion of the town hall meeting and programs planning work were not conducted. Sue believes that progress is being made and there is a greater understanding by program members of changes being implemented and there is a readiness to move forward.

[Post-meeting note: It was recognized that Programs represent about 1/3rd of SLNC business, and a special board meeting will be pursued to move forward on finalizing 2023-24 programs, as well as establishing methods and infrastructure to continuously improve programs on a go-forward basis].

7. GM Report

This was Troy's final board meeting after 9 years at SLNC. Troy thanked the board for their support to him and staff during this challenging year, and was very pleased that Wendy will be helping with summer activities and the transition to a new General Manager. Troy looked forward to continuing to support committees on a volunteer basis. Board members each expressed their gratitude for Troy's work over the years and wished him well for the future.

8. Fund Development

Cyndy advised that discussions had been held with Hugh and Sue on the operating gaming grant application, which is due in a couple of weeks. The grant will focus on support for S'Cool Ski program to support youth participation by local schools, Spirit North, and the youth programs at SLNC. The grant money would cover new rental skis, bindings, and a portion of the S'Cool instructor compensation. The Capital Gaming Grant is due later in the fall.

9. Committee Reports

Marshall presented the proposed calendar of races for the 2023-24 season for approval:

- December 1-3rd Canada Cup

- December 9-10th Biathlon Noram/BC Cup/Regional Race
- January 13-14th Cadets Regional Biathlon Race
- Mid-February Club Championships / Regional Race (Jess4Kids Fundraiser)
- April 6-7th Sovereign2Silverstar Ski Marathon

A club championship event is anticipated for mid-February and is intended to provide all SLNC program members (and other SLNC and local skiers alike) a chance to participate in a race. It is expected that planning for the event will be led by programs, although no lead has been assigned at the moment. A Youth Programs Volunteer Team is required prior to hosting.

Motion: That the proposed 2023-24 race calendar be approved. Motion carried.

10. Next Meeting

Next meeting: Tuesday June 20th, 7:00 PM. (Virtual)

11. Adjournment: Meeting adjourned at 9:00 PM.

12. In-Camera Session

[Not reported].