

Board Meeting Minutes

Date: February 28, 2024

Attendees: Cyndy Flores, Alex Klein, Dianna Embleton, Leif Lennie, Taschi Klaschka, Tara Fulop, Marshall Moleschi, Dave Dennier, Sue Cairns, Bill Miller, Wendy Shannon

Guests: Hugh Hamilton, Eric Schryer, Darren Derochie

Key Topics

- Approval of minutes: The board approved the minutes with some amendments suggested by Dave and Wendy regarding the financial information and the attendance.
- Fund development committee: Hugh Hamilton presented the role and activities of the fund development committee and asked for the board's help in recruiting more volunteers and providing direction for grant applications. He also suggested adding a more prominent donate button on the website.
- Programs update: Eric and Darren joined the meeting to propose changing the name of the post secondary academy to the Sovereign Lake Nordic Development Center. They explained the rationale and benefits of the name change and how it aligns with the strategic plan and the long term athlete development model. The board asked some questions and expressed support for the proposal.

Motion: The BOD approves the name change from Post-Secondary Development Academy to Sovereign Lake Nordic Development Centre (SLNDC) and the implementation of the program.

Motion Carries

- Finance report: Alex reported that the club's financial position was stable and strong, and that the finance committee was working on the draft budget for the next fiscal year. He also asked for clarification on the BC gaming grant requirements and deadlines.
- Sue asked for clarification on the S2S as it is run differently than our other events and wants to ensure the event supports Programs. The S2S budget was forwarded to Wendy for review.
 - Cyndy explained that grooming/staffing for the S2S are handled the same as the other events SLNC hosts. And that after event expenses are paid and a donation to KidSport is made, the remaining revenue is divided between SLNC and SSMR equally. That money is noted under the Programs budget.
 - Alex noted that while SLNC does see day ticket sales related to the S2S, there are a number of financial positives that come to SLNC that are more difficult to link directly to the S2S and yet are equally as important.
 - Alex reminded the SLNC BOD that two current SLNC BOD members are also part of the S2S Organizing Committee and that they understand and uphold their fiduciary responsibility to SLNC.

Motion: The following are approved as signatories for the SLNC accounts: Sue Cairns, Wendy Shannon, Tara Fulop, Bill Miller.

Motion Carries

- The governance committee is reviewing a job description developed by Dianna for a Volunteer Coordinator position. It will be sent to HR and FC for review and approval.
- Strategic plan: Dave reminded the board of the importance of keeping the strategic plan in front of them and communicating the progress to the members. He asked the committee chairs to send him their quarterly progress reports and mini strat plans, and said he would reserve some time on each monthly meeting for updates and requests.
- Wendy reported that Darren and Eric had a successful meeting last night with the Academy parents to discuss program costs for next season.

Action Items

- Minutes: Amend the minutes with the changes suggested by Dave and Wendy. (Taschi)
- Fund development: Send the board some examples of possible grant opportunities for programs and capital projects. (Hugh)
- Website: Work on creating a more prominent donate button and link it to the CFNO and Nordiq Canada platforms. (Wendy, Julian, or a volunteer web designer)
- Dave to send Strat Plan Quarterly update template to Committee Chairs
- Committee chairs will return Strat Plan Quarterly updates to Dave by March 15, 2024