

## October SLNC BOD Meeting Minutes

October 23, 2024

Via Teams

Present: C. Flores, D. Embleton, A. Klein, T. Klaschka, D. Dennier, L. Lennie, T. Fulop Conner, M. Moleschi, S. Cairns, W. Miller, W. Shannon

Meeting was called to order at 6:32pm

1. Approval of Agenda Approved
2. Approval of September BOD Meeting minutes: Tabled
  - a. **Motion: To amend the August Meeting minutes to read: Dave shared the success of a volunteer initiated project in reducing the Club's BC Hydro bill by half through diligent monitoring and adjustments, showcasing the impact of environmental sustainability efforts.** **Motion passes**
3. **Financial Report Highlights:** A. Klein provided highlights from the financial report, noting that the financial statements are preliminary and that the majority of the season's business season starts in November. He mentioned a surplus of \$57,000 for the four months ended September, but cautioned that the budget allocation is partly based on estimates. There will be a clearer financial picture in December after most season passes and Programs registrations will be made.

**Revenue and Expense Variances:** Alex explained that actual expenses were 3% below last year and 18% below budget, but revenues were 10% below budget due to lower season pass and program revenues. He highlighted that October is a critical month for membership sign-ups.

**Changes in Masters Program Registration:** Alex noted that changes in the Masters program registration process have deferred some revenue, as members can now sign up for shorter periods or specific days, impacting the timing of revenue recognition.

**Cash Position and Investments:** Alex reported that the cash position at the end of September was about \$800,000, up from \$550,000 in May, due to surplus revenues and super camp funds. He also mentioned investments in GICs and term deposits.

**Restricted Cash and Capital Expenditures:** Alex explained the concept of restricted cash, which includes funds held in trust, donations for the Lodge Renewal, and super camp funds. He also mentioned capital expenditures on groomer tracks, competition equipment, and lodge renewal.

**Financial Statement Review Process:** Alex clarified that the financial statements are reviewed by external accountants, not audited. He mentioned that the reviewed financial statements will be provided to the board before the AGM for discussion.

4. **GM Report:** W. Shannon reported that all key staff positions are now filled. The management team recently participated in a leadership workshop. The key take aways were tools for improved day-to-day communication with each other and Club members. Brush moving of all main trails complete and Fall work parties were able to complete quite a bit of pre-season trail and lodge prep.  
We have a new 20 year signed Parks Use Permit with BC Parks.  
Biathlon Range improvements and maintenance ongoing.  
New POS system is installed and staff is testing.  
Nordiq Canada Safe Sport requirements for BOD members and Safe Sport Officer will be introduced at the November BOD meeting.

5. **Strategy Plan:** D. Dennier spoke on the annual review of the Club's strategy plan, however we currently do not have a process in which to do this review. The BOD discussed the various processes including the importance of member input on how the strategy plan was progressing. In addition, the BOD's role and responsibility in ensuring the strategy plan is being implemented. The BOD will continue to review this process and revisit it at the November BOD meeting.

6. **Committee Reports: Filed**

**Lodge Legacy Project Communication:** Dave introduced a draft document outlining the expectations for communication between the board and the Lodge Legacy Project team. The document aims to improve transparency and ensure the board is informed about the project's progress and financial status.

**Elections Committee Update:** D. Embleton reported that BOD has four BOD member terms ending and one early turnover, with three returning members and one new candidate. The Elections committee is now complete with three members in good standing. We will continue to place a call for nominations until the deadline.

7. **AGM Agenda and Discussion:** The board discussed the AGM agenda. Our AGM does have a robust agenda, but the BOD felt it was important to give each agenda item ample time for presentation as there are a lot of things happening with the Club and we need to let the membership know. A focused meeting will be held to further prepare for the AGM.

8. **Next BOD Meeting:** November 20, 2024 via Teams

AGM: November 27, 2024

A special thank you to Sue Cairns for her time spent as a BOD member, particularly recognizing her work on the Programs Committee, helping the Club through the Programs coaches transition and reinitiating the Programs Committee. We especially thank her for her dedication to SLNC as a Volunteer who has given many, many hours.

9. Adjournment at 8:33pm