



WNSC Board Meeting Agenda

Date Wednesday, April 17th, 2024 @ 7:00 pm

Location Steve Cooper Lodge

Regrets Michael (available by phone); Serge, Cam.

Attending: Franco, Matt, Christine, Cori, Randy, Ken and Eric (joined 7:07pm), Geo (joined 7:16pm). Delegation: Liz Tinworth.

1.0 MEETING OPENING	
Item	Responsibility
1.1 Welcome ➤ <i>Call to Order at 7:03pm</i>	Christine
1.2 Approval of Agenda ➤ <i>Moved by Randy; seconded by Cori</i>	Christine
1.3 Approval of Minutes ➤ <i>Moved by Cori; seconded by Franco</i>	Christine
1.4 Old Business / Business Arising	
1.4.1 Lease Renewal > <i>N/A – no new information</i> 1.4.2 Policy / Bylaw Update > <i>N/A – further work pending when time permits.</i> 1.4.3 Acknowledgements/Thankyou > <i>N/A</i>	Matt Christine Christine

2.0 OPERATIONS COORDINATOR	
Item	Responsibility
2.1 Operations Coordinator Report > <i>No report.</i> 2.1.1 May events; Colour Run, Meet in the Middle > <i>Randy confirmed he will be the Club rep for Color Run; Christine confirmed she will be the Club rep for Meet in the Middle. Discussion on whether trails are still open during these events – for both = yes, members can choose to use trails or use another area of the lease on those dates. For Meet in Middle it is not a good idea to have mountain bike users in that area as potential for conflict on narrow single-track trails. Christine to post on social media days before that event. No concerns with Color Run as unlikely someone would use Forest Trails at the same time when there is obviously an event in progress.</i> 2.1.2 Summer Membership & Biking Program > <i>Memberships are up on Zone 4 and links from Club website.</i>	Christine



> Same with mountain biking programs.	

3.0 NEW BUSINESS: OPERATIONS	
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Item	Responsibility
<p>3.1 Hosting Provincial Events 2024/2025</p> <p>> Liz Tinworth advised the Board that there are a core group of Club volunteers that would like to host a Provincial event and can cover all key roles, having completed the advanced training last time. Liz is acting independently from the race team and working on behalf of the club. She wants to give back to the club and community and would love to see the Club host it. Feel they have momentum with this group – if we don't try it this coming season we might lose the moment. Liz shared the Nordiq AB Bid Assessment Grid (see attached). Also, a (generous) draft Budget based on Edmonton Nordic's hosting of same event (had 430 participants). Liz was advised that we could expect approximately 259 athletes at a WNSC event potentially which would create a Net surplus. Can apply to CIP, County and City of GP for event hosting (\$5,000); XC and Biathlon can apply for the grant + other opportunities. Nordiq AB would pay for a Technical Director and Assistant – Club would pay for accommodation and local travel (included in Budget). Need to do a STEAM report via Karna to submit the application to predict the local economic development impact – this will help with grant applications. Board will have to accept liability if it runs a deficit. Zone 4 timing is the largest expense shown in the budget. Would need to get the trailer for North Zone with specific equipment but also have most of what we need to host. Ideally hold it in January or February (whichever one Calforex is not). Discussion on whether Board feels the Club can host 2 x events in one season (consensus = Yes) and if Board feels that recreational Members would not be too greatly inconvenienced (consensus = Yes).</p> <p>MOTION #2024.04.17.01: To approve Liz Tinworth to submit an application on behalf of Wapiti Nordic Ski Club to host an Alberta Cup in the Winter of 2024/2025 season and pursue any grant opportunities available on the Club's behalf. Moved by Cori Janes; seconded by Randy Hopkins; CARRIED (8-0)</p> <p>ACTION: Christine to circulate the draft event Budget and Application to the to Board along with the Meeting Minutes.</p>	Christine, Liz
<p>3.2 Asset Disposal</p> <p>3.2.1 Alpine snow machine(s)</p> <p>> Geo advised that a subcommittee met with the purpose of looking at old equipment behind the maintenance shed to determine if these items have any value. Ginzus were not included in the evaluation nor items in current inventory. See report attached. The subcommittee identified the following items to KEEP</p>	Christine / Geo



1,3 6,7 9, 10 and 13 and to DISPOSE of #: 2, 4. 5 8 11 14 and 15,16. The second goal was to come up with a means of disposal (as Club does not have a disposal policy at present). Suggestion to include that the process include a reference that any disposal funds generated go to the Equipment Reserve once it is established. Will set a minimum price on key items – if not reached = re-evaluate. Club members in good standing would have right of refusal. Sell in the Fall prior to ski season. Single time for viewing. Items for scrap will be removed this summer to landfill or scrap metal vendor. Some discussion on disposing of more equipment than what was recommended? Consensus was to dispose only of recommended items now and then re-evaluate other pieces in after another winter. Will bring back the finalized process to the Board for endorsement.

MOTION 2024.04.17.02: To direct the sub committee to proceed and dispose of items 2, 4, 5, 8, 11,14, 15 and 16 as recommended using the process drafted. Moved by Cori Janes; seconded by Matt Wild – CARRIED (7-1)

ACTION: Christine to circulate the report with Meeting Minutes.

4.0 NEW BUSINESS: GOVERNANCE

Item	Responsibility
4.1 Spring General Meeting > Reviewed Agenda for April 21 st meeting and confirmed those attending and presenting information. > Consensus that there was no need to open early for storage waxing as most will have completed this already. > Feedback on FireSmart following documents circulated as a heads up. Some concerns about County's process and equipment that vendor is using. Questions to Michael if any concerns.	Christine
4.2 Board/Critical Function Vacancies > Reminded everyone that need to fill the Vice President role to become compliant with AGLC for casino funds. Also to confirm your intentions to stand again (or not) prior to the Spring GM.	Christine

5.0 FINANCIAL REPORT/FUNDING/GRANTS

Item	Responsibility
5.1 Financial Report > N/A – March 2024 Financials will be shared at Spring GM	Serge
5.2 Reserve Funds Proposal	Christine



<p>> Discussion on reserve fund study (values are too high) – Funds are losing value sitting in the bank. Intention of funds was to invest in the Club and improve it – are we doing this? Could put it in an endowment funds and use income to fund enhancements on an ongoing basis. Examples: projects that make the Club more sustainable - e.g. LED lights capital improvement, and not for regular maintenance items. Majority felt there should be a Building and Equipment Reserve but some questions if the Reserve Study amounts are too much to have tied up for this. ACTION: Subcommittee to come back with a recommendation headed by Matt, Serge, Ken P + anyone else interested = Aug 31st timeline prior to year end.</p>	
<p>5.3 Latest Grant Applications/Awards 5.3.1 County Operations Grant > Received CIP grant for \$21,000 to provide the matching funds for the County's 2024 Capital to purchase the Skandic, Ginzu and Snow Dog. So, no Club funds required.</p>	Serge

6.0 SUB-COMMITTEES	
Item	Responsibility
<p>6.1 Sub-Committee status review > N/A – see 3.2 for Asset Disposal Sub Committee work</p>	Christine

7.0 DIRECTOR & COORDINATOR REPORTS	
Item	Responsibility
<p>7.1 Treasurer > N/A</p>	Serge
<p>7.2 Trails > Working on Trails Master Plan and should have winter plus summer trails done. Have hiked some new tracks. Did receive an email about signage – old wooden signs – have money in budget – modernize intersections on ski trails. Lot of posts need replaced. The new junction number discs will be repurposed. Cam running this project. Going to tidy up the “course” signs. Matt and Eric to meet offline to discuss course naming history and whether there is a need to change or not.</p> <ul style="list-style-type: none"> ➤ Summer Ski Trails Coordinator ➤ No report Winter Ski Trails Coordinator ➤ Nothing to add. Multi-use Trails Coordinator 	<p>Matt</p> <p>Cam</p> <p>Geo</p>



➤ <i>Nothing extra – some new OHV signs on the perimeter.</i>	Franco
7.3 XC development > <i>No report.</i>	Ken A
7.4 Biathlon development > <i>On a break; athletes went to Nationals in Hinton; Arctics was excellent experience for athletes, coaches and officials</i>	Randy
7.5 Programs > <i>Programming – Jackrabbits completed seven sessions on snow session + three session without snow. Will provide full update at Spring General Meeting</i>	Cori
7.6 Marketing/Communications > <i>Answered questions about upcoming logo work – is it premature? Assured the survey is a necessary first step to test the waters to determine Member’s level of interest in making a change. Suggestion that Club needs to focus on our goals and missions first, fewer summer users for hiking and biking. Consensus that parking lot signs need to be refreshed and that it is worth doing the survey at the GM and proceed from there / be transparent to our Membership.</i>	Christine
7.7 Funding > <i>N/A</i>	vacant
7.8 Directors At Large > <i>Going to meet about water issue under the bridge + Cam</i>	Eric, Ken P
7.9 Secretary > <i>N/A</i>	vacant, Christine
7.10 Vice President > <i>Nothing further to add</i>	Christine
7.11 President > <i>N/A</i>	Michael
7.12 Past President > <i>N/A</i>	vacant

8.0 IN CAMERA	
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Adjournment @ 8:43pm

Next Board Meeting: Wednesday, May 15 @ 7:00pm