WNSC Draft Board Meeting Minutes

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| Date | April 21, 2021 @ 7pm |
| Location | [https://us02web.zoom.us/j/84037737752?pwd=WEhYbGRFMk5USzJWWTI3d0FBZzVsdz09](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fus02web.zoom.us%2Fj%2F84037737752%3Fpwd%3DWEhYbGRFMk5USzJWWTI3d0FBZzVsdz09&data=04%7C01%7CJasmin.Greavett%40gov.ab.ca%7C87dfe96fc23e49ce20c208d8e7ca04ad%7C2bb51c06af9b42c58bf53c3b7b10850b%7C0%7C0%7C637514202134216276%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=GX7cLbn3Y1p7y4mnsYlvxQ6zidj56UReofcksuS3jSk%3D&reserved=0) |
| Regrets | Michael |
| Attendance | Christine, Liz, Lori, Matt, Theresa, Amber, Jasmin |

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| **MEETING OPENING** | |
| **Agenda item: Welcome** | **Presented by: Michael** |
| Christine called the meeting to order on zoom at 7:03 pm. | |

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| **Agenda item: Approval of Agenda** | | | **Presented by: Michael** | | |
| Michael presented the agenda for approval  Addition of:   * New Program Ideas * Potential for Shared Board Position * Request for Group Access for Barre | | | Approved by consensus with additions | | |
| **Agenda item: Approval of Minutes** | | | **Presented by: Christine** | | |
| Christine presented the February minutes for approval. | | | | | |
| **MOTION** by Theresa | To approve as presented | | | **Seconded by Amber. Passed.** | |
| **OLD BUSINESS** | | | | | |
| **Agenda Item: Old Business**  **Hwy 40 Update** | |  | | **Presented By: Matt** | |
| 2/3 conflict areas are settled on. Negotiations continue on remaining issue. Gathering cost estimates for compensation request. Hoping to have submitted be end of May.  Need to consider what type of lease we want to pursue:   * Recreational lease * Commercial Recreational lease   + Preferred option at this point. 60-year lease. Less government approvals. Broader programming activities possibilities. Costs are comparable; both require land survey (largest cost), & stakeholder engagement.   Board should have decision and plan for action by Sept.  **Agenda Item: Old Business Presented by: Matt**  **Spring AGM Update**  Christine shared Spring AGM Agenda for information. Lori confirmed financial statements will be made available and posted on WNSC website by the 26th.   * Add sub-bullets under Programs: other summer programs; other winter programs; mountain biking * Add fundraising bullet * Revise Board Member Elections to reflect Director - then name - then portfolio   Decision to allow shared director duties as long as each individual elected as a Director. | | | | | |
| **NEW BUSINESS: GOVERNANCE** | | | | | |
| **Agenda Item: Day Pass for Volunteers** | | | | | **Presented by: Christine** |

Volunteer has inquired about opportunity to waive day pass fee for volunteer groups.

Motion by Jasmin to waive day pass fee for group in question but require waiver for volunteer groups who come to provide a service to the club. Discussion regarding need for additional processes and guidelines. **Tabled.**

Jasmin and Christine will draft policy & procedure regarding volunteer opportunities & approval process including:

* Waiver
* Hazard assessment
* Insurance
* WNSC rep oversight

With respect to the particular group in question, a completed waiver and proof of insurance with WNSC listed as insured provided in advance of their volunteer day will be sufficient. Jasmin will inform volunteer contact.

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| **NEW BUSINESS - OPERATIONS** | | | | | | | | |
| **Agenda Item: Summer Programs** | | | | | |  | | |
| Full compliment of 60 competitive and recreational athletes achieved. Registrants for Level 1 & 2 Coach Development Programs. Recent grant approvals providing funding for a variety of programs this summer including:   * 24 mountain biking workshops * Launching Mountain Bike Mommas Program which will run simultaneously with the Youth Mountain Biking Program * Ladies Hiking Program * Youth Hiking Program | | | | | | | | |
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| **Agenda Item: New Program Idea** | | | | | | **Presented by: Theresa** | | |
| Request has come forward that a volunteer-led program be offered for free this spring. Discussion regarding the pros and cons of this strategy.  Motion by Theresa to approve this program based on the fees presented in the Handbook Seconded by Jasmin. Passed. | | | | | | | | |
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| **Agenda Item: Request for Group Access for Barre Class** | | | | | | | **Presented by: Christine** | |
| Employee proposing class on the balcony at Steve Cooper Lodge, May 11 – June 29. Fee Matrix referenced. | | | | | | | | |
| **SUB-COMMITTEES** | | | | | | | | |
| **Agenda Item: COVID Recommendation** | | | | | | | | **Presented by: Christine** |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Bylaws** | | | | | **Presented by: Lori** | | | |
| Nothing to report | | | | | | | | |
| **Agenda Item: Program Fees** | |  | | | | | | **Presented by: Lori** |
| Nothing to report. | | | | | | | | |
| **WNSC Fundraising Presented by: Randy** | | | | | | | | |
| Nothing to report. | | | | | | | | |
| **Trails Volunteer Recruitment** | | | | | | | | |
| Nothing to report. | | | | | | | | |
| **DIRECTOR & COORDINATOR REPORTS** | | | | | | | | |
| **Agenda Item: Treasurer** | | | | **Presented by: Lori** | | | | |
| Lori presented a verbal update of financial position. | | | | | | | | |
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| **Agenda Item: Trails** | | | | **Presented by: -** | | | | |
| Not in attendance | | | | | | | | |
| **Agenda Item: Facilities** | | | | **Presented by: -** | | | | |
| Not in attendance | | | | | | | | |
| **Agenda Item: Biathlon** | | | | **Presented by: -** | | | | |
| Not in attendance | | | | | | | | |
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| **Agenda Item: Jackrabbits** | | | | **Presented by: -** | | | | |
| Nothing to report. | | | | | | | | |
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| **Agenda Item: Race Team Parent Representative** | | | | **Presented by: Amber** | | | | |
| Roller skiing will start for older members of the race team starting once the roads are cleared from road debris. Roller skiing will be once/week. Will continue until the end of June. Race team dryland training will start up again around the end of August. | | | | | | | | |
| **Agenda Item: Marketing/Communications** | | | | **Presented by: Christine** | | | | |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Programs** | | | | **Presented by: Christine** | | | | |
| Bear Spray Courses presented as possible program offering. Christine will follow up for more information.  School program proposed by volunteer. Decision to proceed as guided by the WNSC Matrix. | | | | | | | | |
| **Agenda Item: Member at Large** | | | | **Presented by: Liz** | | | | |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Secretary** | | **Presented by: Jasmin** | | | | | | |
| Bylaws need to be revised. Will work on them for fall general meeting. Continuing to source race timing equipment quotes. Will check with Sport Connection. | | | | | | | | |
| **Agenda Item: Vice President** | | | | | | | | **Presented by: Christine** |
| Nothing new to report. | | | | | | | | |
| **Agenda Item: President** | |  | | | | | | **Presented by: -** |
| No update provided. | | | | | | | | |
| **Agenda Item: Past President** | |  | | | | | | **Presented by: -** |
| Not in attendance. | | | | | | | | |

Meeting adjourned at 9:01 pm.

Spring General Meeting April 26 @ 7pm via zoom

Next Board Meeting May 19 @ 7 pm via zoom