WNSC Draft Board Meeting Minutes

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| Date | December 16, 2020 @ 7pm |
| Location | <https://us02web.zoom.us/j/82571600461?pwd=UWhqVFBzWEx2UW54dUpzL2hPUVJ2dz09> |
| Regrets | Jasmin, Matt Cori, Grant |
| Attendance | Michael, Lori, Randy, Theresa, Amber, Daniel, Christine, Liz |

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| **MEETING OPENING** | |
| **Agenda item: Welcome** | **Presented by: Michael** |
| Michael called the meeting to order on zoom at 7:02 pm. Randy agreed to take minutes in Jasmin’s absence. | |

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| **Agenda item: Approval of Agenda** | | | **Presented by: Michael** | | |
| Michael presented the agenda for approval | | | Approved by consent | | |
| **Agenda item: Approval of Minutes** | | | **Presented by: Michael** | | |
| Michael presented the November 18th minutes for approval | | | | | |
| **MOTION** by Dan | To approve October 21st board minutes as presented | | | **Seconded by Theresa. Passed.** | |
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| **Agenda Item: Old Business**  **COVID Plan Update** | |  | | **Presented By: Michael** | |
| Biathlon Alberta and Nordique Alberta have been working very well to interpret and clarify protocols and regulations.  AHS has been out to inspect our facilities.  Our program groups are good to go within the new regulations. They have been working towards identifying best practices including getting away from drop-in programs. Chicks was the one group that was using drop in practices but are adopting the practice of having their members fill in a COVID form prior to arriving. The form also identifies information for grouping during the sessions. There was discussion about Chicks identifying themselves as a women’s recreational ski group rather than a social group.  Discussion regarding Tanks program. It is currently not really operating as a program as they have no registration, no fees etc. It would be good to see Tanks have a little more structure and follow minimum guidelines. Michael will talk to Darryl.  Dan reported that Jack Rabbits will manage their program with groups less than 10. They will operate straight from the car to the trails. This creates a concern that parents may leave once child is skiing since lodge is not open. Lodge will be available in the event of an emergency. Discussed the use of an electronic COVID form and practices for tracking participants. Also discussed procedures for renting skis to parents during the program.  Lori – one rental option would be for people to pre-book their rentals then everything could be ready ahead of time so that renters would be straight in and out. Lor and Doris would like to do a soft opening the weekend of December 19. Adult lesson groups would limit groups to 7 so that physical distancing can be maintained. | | | | | |
| **Agenda Item: Old Business**  **Highway 40 Update** | |  | | **Presented By: Michael** | |
| Christine sent a letter to the regional recreation. They will be writing us a letter of support for the Club. There is also interest from the County of Grande Prairie to have the Club present a Council meeting. Michael spoke with Tracy Allard, She is aware of the issues we are facing and continues to support us. | | | | | |
| **Agenda Item: Old Business**  **Signs Update** | | | | | **Presented by: Lori** |

Matt is working on identifying trails based on difficulty. It is a huge job and he is starting with the easiest trails first. Matt has prepared signs to direct people to our multi-use trails.

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| **MOTION** by Lori | | To approve the expenditure of $2000 for new signs. | | | | **Seconded by Christine. Passed.** | |
| **Action Item: Old Business**  **Banff Mountain Film Festival** | | | | | **Presented by: Christine** | | |
| At last report 40 packages have been sold. Geo has done a media release. We will make a push in social media as we are approaching Christmas. | | | | | | | |
| **Action Item: Old Business**  **Lodge Attendant** | | | | **Presented by: Christine** | | | |
| Need to set a timeline to meet with potential people to fill these positions. | | | | | | | |
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| **NEW BUSINESS: GOVERNANCE** | | | | | | | |
| **Agenda Item: WNSC Structure & Fundraising Sub-Committee** | | | | | **Presented by: Michael** | | |
| Randy and Lori are members. Will advertise again to see if there are members of the club that would like to share their expertise in this area. Michael will look at the name of the sub-committee to see if we can come up with a name that more clearly identifies its function. | | | | | | | |
| **NEW BUSINESS: OPERATIONS** | | | | | | | |
| **Agenda Item: Winter Events** | | | | | | **Presented By: Lori** | |
| Potential Date for the Loppet – March 6  Potential Date for the Duathlon – February  Lori is looking into the possibility of running a Skijoring race | | | | | | |  | |
| **Agenda Item: Opening of the Chalet** | | | **Presented by: Michael** | | | | |

County has approved us to use $4800 of the grant we received for the Secure the Land project toward the Biathlon Lighting project. We have received many donations of materials, labour and services toward the project. Everything is in place other than testing it out.

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| **MOTION** by Randy | | To approve the expenditure of funds for the Biathlon Lighting project. | | | **Seconded by Dan. Passed.** | |
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| **SUB-COMMITTEES** | | | | | | | |
| **Agenda Item: COVID Recommendation** | | | | | | **Presented by: Michael** | |
| Work in progress | | | | | | | |
| **Agenda Item: Bylaws** | | | | **Presented by: Lori** | | | |
| Will bring revisions forward for informal board approval in Feb/March so it is ready for formal membership approval during the spring AGM. | | | | | | | |
| **Agenda Item: Program Fees** | |  | | | | **Presented by: Lori** | |
| Nothing to report. | | | | | | | |
| **DIRECTOR & COORDINATOR REPORTS** | | | | | | | |
| **Agenda Item: Treasurer** | | | **Presented by: Lori** | | | | |
| Revenue from memberships is at $88 900 so far. This is about $27 000 above projection. Revenues from rentals and lesson will likely be below projections based on no programs during December. Revenue from BMFF is also likely to be less than projected. | | | | | | | |
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| **Agenda Item: Trails** | | | **Presented by Matt** | | | | |
| Nothing to report. | | | | | | | |
| **Agenda Item: Facilities** | | | **Presented by: Michael** | | | | |
| We continue to work with Crawford. With the lodge being closed Crawford is still going in to stoke the fire in order to keep our heating costs down. Michael reached out to representatives from the Race Team and Biathlon Team to stoke the fire on nights they have practices. | | | | | | | |
| **Agenda Item: Biathlon** | | | **Presented by: Randy** | | | | |
| Biathlon team continues to practice within the new regulations. Michael is now running three range times per weekend in order to limit group sizes to under 10. We have decide not to move forward with our Calforex Cup Race in February, | | | | | | | |
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| **Agenda Item: Jackrabbits** | | | **Presented by: Dan** | | | | |
| We currently have 23 Jack Rabbit registrations and 16 Bunny Rabbit registrations. Program will begin on January 2. | | | | | | | |
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| **Agenda Item: Race Team Parent Representative** | | | **Presented by: Amber** | | | | |
| Still operating under new regulations. Fortunate to have lots of volunteer coaches. | | | | | | | |
| **Agenda Item: Marketing/Communications** | | | **Presented by: Christine** | | | | |
| Lots of unique website visits shows there is a lot of interest in our club right now. Last newsletter had an open rate of 72%. | | | | | | | |
| **Agenda Item: Programs** | | | **Presented by: Theresa** | | | | |
| Training courses were cancelled due to COVID restrictions. If things open up again in January we will try to reschedule. CANSI recertifications can be done online. | | | | | | | |
| **Agenda Item: Member at Large** | | | **Presented by: Liz** | | | | |
| Nothing to report. | | | | | | | |
| **Agenda Item: Secretary** | | **Presented by:** | | | | | |
| Nothing to report. | | | | | | | |
| **Agenda Item: Vice President** | | | | | | **Presented by: Christine** | |
| Nighthawk is doing rentals. Treating their rental shop like a retail outlet operating at 15% capacity. Trying encourage prebooking of rentals. | | | | | | | |
| **Agenda Item: President** | |  | | | | **Presented by: Michael** | |
| Cross Country and Biathlon have heard back from AB North about the Arctic Winter Games in Fort MacMurray in 2022 regarding team make up. They will be allowing a full compliment of athletes:  24 Cross Country Skiers  8 Ski Biathlon  8 Snowshoe Biathlon | | | | | | | |
| **Agenda Item: Past President** | |  | | | | **Presented by: -** | |
| No report submitted. | | | | | | | |

Meeting adjourned at 8:49 pm.

Next Meeting January 20 @ 7 pm via zoom