WNSC Draft Board Meeting Minutes

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| Date | February 17, 2021 @ 7pm |
| Location | <https://us02web.zoom.us/j/82571600461?pwd=UWhqVFBzWEx2UW54dUpzL2hPUVJ2dz09> |
| Regrets | Randy, Grant, Matt |
| Attendance | Michael, Lori, Cori, Theresa, Amber, Daniel, Christine, Liz, Jasmin |

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| **MEETING OPENING** | |
| **Agenda item: Welcome** | **Presented by: Christine** |
| Christine called the meeting to order on zoom at 7:02 pm. | |

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| **Agenda item: Approval of Agenda** | | | **Presented by: Christine** | | |
| Christine presented the agenda for approval | | | Approved by consent | | |
| **Agenda item: Approval of Minutes** | | | **Presented by: Christine** | | |
| Christine presented the January minutes for approval. Noted date should be changed to 2021 | | | | | |
| **MOTION** by Dan | To approve October 21st board minutes with revision to date | | | **Seconded by Liz. Passed.** | |
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| **Agenda Item: Old Business**  **COVID Plan Update** | |  | | **Presented By: Lori** | |
| Zone 4 for registration – setting up program and doing refunds – is administratively heavy. Lori would like to offer paid hours to Dee (lodge attendant) to help with those administrative tasks in the short term and hire for the position next year. Feels additional costs to the club will be offset but the benefits created by improved customer service.  Dan – feels the lodge attendants are great ambassadors and interact well with the public. Chipper, positive, has the skill set to sell the Club at the club (not only online) is important to retain and build members. They’re worth the costs – especially if they help the club make money by building that great experience. Sees value from the jackrabbit club perspective.  Theresa – feels we need someone to do that administrative support work done, COVID screenings, assistance with rentals, assistance with cancellations; use existing staff this year and look at a designated role for next year. Another benefit of the position is it would increase capacity to manage additional rentals if we are able to increase our supply.  Board in support of Lori’s proposition. | | | | | |
| **Agenda Item: Old Business**  **Highway 40 Update** | |  | | **Presented By: Christine** | |
| Christine updated that it sounds like WNSC will be getting a financial payment for the parts of the trail that will be impacted. Assuming we will be bringing this quote back to the Club to discuss if we feel it’s fair. May want to get our own quotes too as due diligence. | | | | | |
| **NEW BUSINESS: GOVERNANCE** | | | | | |
| **Agenda Item: County Bridge Replacement** | | | | | **Presented by: Christine** |

County works has proposed a few options for the bridge.

Michael updated that the cheapest is the concrete option – but only allows for 1 lane of traffic. Not acceptable for the club. Alternative option is a steel arch structure that would allow for vertical and horizontal space for 2-way traffic. Michael has asked that both options be further explored.

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| **Agenda Item: Current Grant Opportunities** | | | | | | | **Presented by: Liz** | |
| How do we determine criteria for which WNSC initiatives are the focus for funding?  Liz has asked for the weekend to connect with Randy and form a plan. Will prepare a list of available grants, criteria for funding, and bring it back to the board to see what items from our ‘wishlist’ we will apply for.    Some volunteers have grant writing experience. Lori could help organize that to support Liz & Randy if they’d like. | | | | | | | | |
| **NEW BUSINESS - OPERATIONS** | | | | | | | | |
| **Agenda Item: Lessons & Rentals** | | | | | | **Presented by: Lori** | | |
| Private lessons seem to be in high demand – but take a lot of resources as opposed to running group lessons. Looking ahead to next year – can we get more coaches? More need for the paid administrative position. | | | | | | | | |
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| **Agenda Item: Duathlon & Loppet** | | | | | | | **Presented by: Lori** | |
| Duathlon info is on the website and facebook. Set up: start, finish & transition zones; Signage will be set up Friday evening. All registrants will get a package with all the details…still finalizing logistics. Dan is willing to help coordinate.  Loppet still planning for 13th of March. Registration is ready but hasn’t been launched yet (just to prevent refunds in case the weather / COVID prevents it). Race team will sign up just like general public. Trails will be marked for participants & general public. | | | | | | | | |
| **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** | | | | | | | | |
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| **Trails Volunteer Recruitment** | | | | | | | | |
| Michael will be meeting with Doris and Matt soon to work out plan. | | | | | | | | |
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| **DIRECTOR & COORDINATOR REPORTS** | | | | | | | | |
| **Agenda Item: Treasurer** | | | | **Presented by: Lori** | | | | |
| 1,012 Memberships sold to date. $104,826 revenue.   * Need to work at retaining the memberships next year   $662,000 available cash | | | | | | | | |
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| **Agenda Item: Trails** | | | | **Presented by Michael** | | | | |
| Heard from Ryan (AB Transportation) – received update on Friday (12th). Matt & Michael looked at options for Sundog, Aspen and Hwy 40 loop. Pretty confident that WNSC will end up with workable options to replace those trails. Matt collected GPS data and transposed onto the google earth drawing Ryan had provided them (elevation data). | | | | | | | | |
| **Agenda Item: Facilities** | | | | **Presented by: Michael** | | | | |
| Crawford seems to be prioritizing his work on club member needs; maintaining high-traffic areas and moving onto more technical trails secondarily. | | | | | | | | |
| **Agenda Item: Biathlon** | | | | **Presented by: Michael** | | | | |
| Biathlon Alberta continues to provide virtual competition – WNSC team has completed some and sent in results. Group remains active (3 sessions/weekend). Waiting to see if situation within the province changes to allow for in-person competition. | | | | | | | | |
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| **Agenda Item: Jackrabbits** | | | | **Presented by: Dan** | | | | |
| Cold weather has impacted slightly. Moved lessons to 3-4pm. Had 12 kids come out – but not bunny rabbits. Will be surveying parents to explore best option for timeslots but retaining flexibility to move it to the afternoon when needed due to weather or races. 60 kids registered. Leaders would like more training. Program will go as long as there is snow to ski on! | | | | | | | | |
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| **Agenda Item: Race Team Parent Representative** | | | | **Presented by: Amber** | | | | |
| Cold weather cancelled practices. Claire is hoping to have a race every weekend for the team only (not general public) until the end of the season. Scheduling around the jackrabbits schedule to manage crowds/congestion. | | | | | | | | |
| **Agenda Item: Marketing/Communications** | | | | **Presented by: Christine** | | | | |
| Response to member longevity survey has been good. Will be making a good push to promote the loppet as a fun event once we’re more confident it will be a go. Member emailed regarding a person using a Kick sled (small dog sled) on the trail. Board consensus that this is not permitted on WNSC trails. Should redirect her to the dunes trails. | | | | | | | | |
| **Agenda Item: Programs** | | | | **Presented by: Theresa** | | | | |
| New Loppet Training Program is on zone 4, and info posted online. Can sign up for 1-4 training sessions. $5/session. Teaching pacing strategies, technique, waxing, fueling, etc. Instructor & board hope to keep it going next year too. | | | | | | | | |
| **Agenda Item: Member at Large** | | | | **Presented by: Liz** | | | | |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Secretary** | | **Presented by:** | | | | | | |
| Nothing to report. Let me know where I can help! | | | | | | | | |
| **Agenda Item: Vice President** | | | | | | | | **Presented by: Christine** |
| Nothing to report | | | | | | | | |
| **Agenda Item: President** | |  | | | | | | **Presented by: Michael** |
| Thank you to the program leads; especially, to keep things going and members engaged during the cold weather. | | | | | | | | |
| **Agenda Item: Past President** | |  | | | | | | **Presented by: -** |
| No report submitted. | | | | | | | | |

Meeting adjourned at 8:26 pm.

Next Meeting March 17 @ 7 pm via zoom