WNSC Draft Board Meeting Minutes

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| Date | July 21st, 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 | Liz |
| Attendance | Michael, Theresa, Amber, Jasmin, Randy, Gordon, Ken, Christine |

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| **MEETING OPENING** | |
| **Agenda item: Welcome** | **Presented by: Michael** |
| Called to order 7:03. | |

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| **Agenda item: Approval of Agenda** | | **Presented by: Michael** | |
| Michael presented the agenda with additions:  - Policy Workshops  - Biking Update  - Wildlife Encounters  - Lighting Update | | Approved by consensus with additions | |
| **Agenda item: Approval of Minutes** | | **Presented by: Michael** | |
| Michael presented the May minutes for approval. | | | |
| **MOTION** by Christine | To approve as presented | | **Seconded by Randy. Passed.** |
| **OLD BUSINESS** | | | |
| **Agenda Item: HWY 40 Update Presented By: Matt** | | | |
| Preparing for next steps on trail replacement. Have validated proposed solutions with 2 other members. Received a positive response.  Matt will contact AB Land to request a TFA. Once received, will proceed with securing contractors to complete trail replacement work.  Matt will send out lease renewal quote for consideration. Will be applying to county for matching grant to offset costs.  Also identified needs for repair work (ex: culverts). Will prioritize and assess costs to prepare for opportunities to complete the work in tandem with other related contracted services. | | | |
| **NEW BUSINESS: GOVERNANCE** | | | |

**Agenda Item: Policy Workshops Presented by: Michael**

Lori and Michael attended policy workshops and received templates to inform key policies such as Finance, Code of Conduct and Progressive Discipline. Work continuing to develop these and others for the club.

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| **NEW BUSINESS - OPERATIONS** | | | | | |
| **Agenda Item: Biking Update** | | | | | **Presented by Theresa** |
| Overall, program went well despite challenging weather conditions. Competitive group still running for those interested in competing in the AB Cup Race in Canmore. | | | | | |
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| **Agenda Item: Wildlife Encounters** | | | | | **Presented by: Michael** |
| No sightings communicated as of yet.  **Agenda Item: Lighting Replacement Presented by: Michael**  Michael has been working on replacement. 14 lights out in the loop currently, mainly accessible with lift. Planning to replace all by October. 8 will be replaced with existing inventory. 6 will be replaced with new LEDs. | | | | | |
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| **SUB-COMMITTEES** | | | | | |
| **Agenda Item: COVID Recommendation Presented by: Michael** | | | | | |
| Considered Wapiti (north) Chalet access. Decided it should remain locked unless by special request by email to be directed to Michael. | | | | | |
| **Agenda Item: Bylaws** | | | | **Presented by: -** | |
| Nothing to report | | | | | |
| **Agenda Item: Program Fees** | | **Presented by: Christine** | | | |
| Proposal for general membership fees being prepared for the fall | | | | | |
| **WNSC Fundraising Presented by: Randy** | | | | | |
| Nothing to report. Discussed vision for grant database: alignment of regularly received as well as potential grants with WNSC funding needs & wants. Provision of core WNSC info to facilitate easy of grant writing. | | | | | |
| **Trails Volunteer Recruitment Presented by: Michael** | | | | | |
| Grass has been cut on Penny Lane and Blue Moon.  FireSmart Program – 3rd phase under way. We’ve expressed support for their application for funding to cut and clear deadfall on a regular basis in the area west of HWY 40 include WNSC.  **Don’t Get Lost In The Woods Presented by: Christine**  Still on track for Sept 11th. | | | | | |
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| **DIRECTOR & COORDINATOR REPORTS** | | | | | |
| **Agenda Item: Treasurer** | | | **Presented by: -** | | |
| Nothing to report | | | | | |
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| **Agenda Item: Trails** | | | **Presented by: -** | | |
| Nothing to report | | | | | |
| **Agenda Item: Facilities** | | | **Presented by: Michael** | | |
| Looking into conducting an annual facilities audit. | | | | | |
| **Agenda Item: Biathlon** | | | **Presented by: Randy** | | |
| Practices running 2/wk weather permitting. | | | | | |
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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** | | | | | |
| On break. Aug 14th county road cleanup. Aug 28th planning a hike. | | | | | |
| **Agenda Item: Marketing/Communications** | | | **Presented by: Christine** | | |
| Waiting to hear from Banff centre on Film Festival. GPRC has inquired about potential dates for Jan 2022. More virtual packages will be available soon.  Travel Alberta – potential interest in using the facility as an example of a year-round facility. | | | | | |
| **Agenda Item: Programs** | | | **Presented by: Theresa** | | |
| Nothing new to report. | | | | | |
| **Agenda Item: Member at Large** | | | **Presented by: -** | | |
| Nothing to report | | | | | |
| **Agenda Item: Secretary** | **Presented by: Jasmin** | | | | |
| Nothing to report. | | | | | |
| **Agenda Item: Vice President Presented by: Christine** | | | | | |
| Nothing new to report. | | | | | |
| **Agenda Item: President** | **Presented by: -** | | | | |
| Nothing to report | | | | | |
| **Agenda Item: Past President Presented by: -** | | | | | |
| Not in attendance. | | | | | |

**Motion to adjourn by Randy. Seconded by Amber. Passed.**

Meeting adjourned at 7:50 pm.

Next Meeting August 25th @ 7pm via zoom