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| **1.0 MEETING OPENING** | |
| **Agenda item: Welcome** | **Presented by: Michael** |
| Michael called the meeting to order on zoom at 7:02 pm. | |

WNSC Draft Fall General Meeting Minutes

**Date** Nov 24, 2021 @ 7pm

**Location** Meeting held via zoom**Regrets** Christine Rawlins

**Attendance** Michael Morgan, Lori, Jasmin, Geo Rawlins, Gordon Meyers, David & Rosemary Kay, Dave Merrick, Morley Bayer, Theresa, Matt, Harvey, Joanne Stewart, Harvey, Vashti Dunham, Franco Carlacci, Ken Perry. B Thomlinson, Doris, Andrea Plumridge, Dave

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| **Agenda item: Approval of Agenda** | | | | **Presented by: Michael** | |
| **MOTION** by Randy | To approve with the following amendment:   * 1.3 Approval of Spring 2021 meeting minutes   And addition:   * 3.7 Operations Coordinator | | | | **Seconded by Amber. Passed.** |
| **Agenda item: Approval of Spring General Meeting** | | | | **Presented by: Michael** | |
| Michael presented the Spring 2021 General Meeting minutes for approval. | | | | | |
| **MOTION** by Jasmin | To approve as presented | | | | **Seconded by Brad. Passed.** |
| **2.0 BUSINESS ARISING** | | | | | |
| **Agenda Item: Secure the Land** | |  | | | **Presented By: Matt & Michael** |
| Have been working to renew property leases. Will include amalgamation of all existing leases. Considering 2 options: 1. recreational lease   1. Commercial recreational lease – benefit is WNSC would get the land for 60 years without having to renew   Are applying for funds from County to assist with renewal fees.  **Agenda Item: Bylaws/Policies Presented by: Jasmin**  We have a committee in place to review and revise bylaws for presentation at the Spring 2022 AGM.  Until then, we have developed a list of policies to assist with governance and operations of the Club; to ensure safety and accountability to our staff, volunteers and members. In early, 2022 we will be formalizing a:   * Financial policy * Safe sport policy * Membership policy; and, * Code of Conduct policy   We are working with Grande Prairie Sport Connection as well as other Nordic centres across the province to ensure our policies represent best practices and lessons learned as well. Once approved by the board, policies will be available for reference on the Club’s website.   |  |  | | --- | --- | | **3.0 NEW BUSINESS** | | | **Agenda item: Impact of COVID** | **Presented by: Michael** |   Plan to have the lodge open daily once volunteers and staff in place with restricted occupancy (1/3rd limit), continued ‘frequent touch cleaning’; continued masks required indoors.  Not currently recommending to implement restrictions exemption program for WNSC programs; but, rather will follow AHS guidelines as our operations are primarily outdoors. Will re-assess as needed should the situation change to ensure safety of all staff, volunteers and members.  Lodge will be open Thursday, Nov 25th as well as wax room.  Rentals will be open for Dec 4th. Bookings available online.  Lessons will be started beginning of December as well.   * Rentals and lesson booking procedures that were implemented last year will be carried forward to this year as well as they helped streamline the processes.   **Agenda Item: HWY 40 Presented by: Michael**  Thank you Matt, for the great work done to secure contractors – really pleased with the work completed to date.  WNSC put together estimate to deal with losses of service road. Application to AB transportation made and awarded to cover losses. Will assess and evaluate current trail system after this year to determine if additional modifications are needed.  Question from member asking if fencing be put up to prevent off-road vehicles access trails from service road?   * Matt will follow up with HWY 40 contact to confirm that their crew will be putting the fence back up to control that access.   **Agenda Item: Banff Mountain Film Festival Presented by: Michael**  Banff Mountain Film Festival: Is scheduled for January 14, 15th and 16th at the Douglas J Cardinal theatre at GPRC. The Friday 14th night is an evening show, Saturday 15th is a 12 noon matinee and Sunday 16th is an evening performance. This event is a major fundraiser for Wapiti Nordic so please spread the word! Tickets should be available the first week of December and make a great Christmas gift. Stay tuned to our Facebook page and ski club website.  **Agenda Item: Summer Program Update Presented by: Lori**  Mountain Bike Race Team - Athletes trained all summer and raced in Canmore at end of August. Racers received 4 provincial medals.  Recreation Group – 4 new coaches this year.  Great Mountain Biking Season despite the heat!  Don’t Get Lost in the Woods – good turn out and raised funds for a tent for the Mountain Biking team  **Agenda Item: Trail Improvement Subcommittee Presented by: Michael**  Struck and developed TOR to guide the work. Have received a lot of interest for members and ideas for the Committee. Input will be gathered, and assessed based on the TOR. Make a recommendation to the board for decision. Spring Summer Fall timeframe for completion of approved work.  Room for 1 additional member on the committee if anyone is interested.  **Agenda Item: Grants/Funding Presented by: Michael**  Subcommittee completed a scan of grants and WNSC needs. Created standing board agenda item to review upcoming grant opportunities and align with prioritized needs.  **Agenda Item: Operations Coordinator Presented by: Lori**  As you can see from last year’s minutes – Programs have been flourishing and memberships increasing over the last year or so. The increased demand has stretched the capacity of the Board and we thought we may miss some great opportunities to serve our membership and generate revenue for the club without a dedicate staff person to oversee some of the operations and represent the Club in different networks throughout the region. We hope this position will help take Wapiti Nordic to the next level! 4 applicants are being interviewed for the role. Hoping to have it filled by Christmas.  This role is aligned with our business plan and we are treading cautiously by starting with a part time term position with the ability to review and renew after a year.   |  |  | | --- | --- | | **4.0 FINANCIALS** | | | **Agenda item: Financial Report and 2021-22 Budget** | **Presented by: Lori** | | Financial Report: Highlights  Unaudited financials presented. Financials, audited by a 3rd party, will be presented at the Spring AGM.  Fundraising income lower as a result of BMFF reduced revenue in its online format.  Received additional grants to support women in sport.  Additional lodge attendants caused increase in salaries & contracts over 2020  Net Gain reflects money received for the Hwy 40 impact  2021-22 Budget: Highlights  Anticipate our memberships will remain higher than what we saw pre-covid  Conservative budget in place  New Part-time Operations Coordinator budgeted for  Budgeted Loss – reflects previous funds earned that the ski team will be using this year  Board has approved to have Plant & Associates complete a Reserve Fund Study to ensure the Board is preparing for long-term costs and stability.  **MOTION** by Lori to approve the budget as presented. **Matt Seconded. Passed**. | | | | | | | |
| **DIRECTOR & COORDINATOR REPORTS** | | | | | |
| **Agenda Item: Jackrabbits** | | | **Presented by: Theresa** | | |
| Registration is open on Zone 4.  Coordinator position vacant currently. Position will be supported by previous Coordinator for a transition year. Program will run Saturdays in the new year. | | | | | |
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| **Agenda Item: Biathlon** | | | **Presented by: Randy & Michael** | | |
| Program is going strong again this year. Trained through the summer and fall.  20 athletes (~11 yrs – 60+years)  One racer joined the National Junior Development Team  First team race in Hinton on Dec 11/12  Feb 5/6 WNSC hosting Calforex race. Lots of volunteer opportunities!  Bears program is up and running. Roughly ~6 athletes currently. | | | | | |
| **Agenda Item: Cross Country Race Team** | | | **Presented by: Amber** | | |
| Season started end of August with dry-land training.  Have been skiing for the past couple of weeks.  Schedule is 5:45 – 7:15pm Tues/Thurs & Sat 10-12am  26 members overall (juniors & seniors) | | | | | |
| **Agenda Item: Trails** | | | **Presented by: Matt & Michael** | | |
| Thank you to Doris for leading trail maintenance work and coordinating volunteers to assist.   |  |  | | --- | --- | | **Agenda Item: Facilities** | **Presented by: Michael** |   Have replaced about half of the lights to LED currently. Thank you to ATCO that assisted in switching lights that were out of reach using Club equipment.  Suggestion to consider solar lighting by the shed at the North Parking lot / access point. Board will take it into consideration.  Question if the Club would ever consider solar panel power for the Club to cut costs in the long term. Board will take it into consideration.  Concern raised about garbage left on the trail / parking areas. Suggestion to put garbage cans at the access points. Board will take it into consideration. | | | | | |
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| **Agenda Item: Programs** | | | **Presented by: Theresa** | | |
| Chicks on Sticks – starting Monday in Dec. Mon / Thursday evening in Jan.  School Programs:   * 15 sessions booked in Dec with different school groups. Many more requested for Jan & Feb. * Adult lessons starting in Dec. * Hoping to offer lessons between Christmas & New Years * 2 Instructor & Coaching courses being offered Dec 10-12   + Still room in both courses. Contact Theresa for more information. * Stay tuned for many fun events planned for the year! | | | | | |
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| **Agenda Item: Marketing** | | | **Presented by: Christine c/o Michael** | | |
| Now that we are back into full swing with the cross country ski season we will be sharing a regular monthly electronic newsletter again. Sign up for it when you purchase your annual membership or sign up from the website home page - currently have 754 people subscribed. On our Facebook page we have 2,286 Likes and 2,451 followers. Watch for some changes to the website in the coming weeks as we make it easier to find our Membership and day pass information. As always, we would love to hear if there are other ways in which you would like to see us communicating with you, our Members!  Lori mentioned ski swap was a success this year as well. Great to offer it given that commercial supply is so limited. Chose to run separate from Nitehawk’s event as the x-country & skate demand & supply is relatively low. Running our own event allowed us to make best use of volunteer hours. | | | | | |
| **Agenda Item: Vice President** | | | **Presented by: -** | | |
| Nothing to report. | | | | | |
| **Agenda Item: President** | | | **Presented by: Michael** | | |
| Thank you to the Board for their continued hard work. We’re working on a lot of things to improve service to members and develop sustainability for the Club. Will be hosting spring meeting at which time we will be electing members to the Board. We do anticipate a few members will be vacating their roles, including President & Treasurer, should others wish to begin considering putting their name forward. | | | | | |

Thank you for your continued support!

**MOTION** by Randy to adjourn meeting at 8:12 pm. **Gordon Seconded. Passed.**