

**Whitehorse Cross Country Ski Club
Board of Directors Meeting**
April 12, 2017, 7:00 p.m.
Sport Yukon

MINUTES

ATTENDEES

Board Members

Bill Curtis, President Dermot Flynn, Vice-President
Craig Thur, Past President Jonathan Kerr Marcus Waterreus

Club Management

Jan Polivka, Operations Manager

Regrets

Adam Greenwood, Treasurer Bengt Pettersson, Secretary Susan Tinevez

1. CALL TO ORDER

President Bill Curtis called the meeting to order at 7:04pm.

2. Additions and Approval of Agenda

The draft agenda was approved.

3. Minutes of Previous Meeting

The March 15, 2017 Board Meeting Minutes were approved without any changes or additions.

Discussion and Decision Items

4. Schedule for Planning and Budget meeting(s)

A combined Planning and Budget meetings was scheduled for Wednesday, May 10th, 2017 from 6:00 to 9:00 pm in the wax room. The planning/budget meeting will replace the regular monthly board meeting in May.

Wednesday, June 21st, 2017 was scheduled to continue the budget/planning meeting and to serve as the date for the June board meeting.

5. Nominations Active Member Awards Sport Yukon

There was nothing to discuss as this had already taken place during the ski season.

6. Dog Incidents and Insurance

Dermot made inquiries regarding WCCSC liability insurance through Cross country Canada. Showing "due diligence" is important and the ski club board believes that it has taken numerous steps over the past decade to mitigate the potential for interactions that could cause injury. The issue of adequate signage pertaining to dogs was discussed and the board agreed that an assessment of current signage was due.

Action items:

1. Marcus will take photographs of the current signage specific to dogs and report back to the board on June 21st, 2017.
2. Dermot will inquire with the CCC insurer to determine if ski club members are covered for incidents (where dogs are involved or not) causing damage or injury or if it is just WCCSC that is covered.

Updates**7. Harvey's Hut and Upper Valley Hut (proposed) Update**

Jan provided an update. Jan will take the plans for Harvey's Hut to Pat Ross of the City of Whitehorse planning department for review. A permit will likely be required but it is expected that it will be obtained.

Bill and Jan met with Rob HORNE of the Youth Achievement Centre and discussed the design for the proposed Upper Valley Hut. Bill and Jan will try to get the anonymous person who is interested in financing the Upper Valley Hut together with Rob HORNE to determine if a design can be agreed upon. If a design is proposed it will be assessed by the board and communication with club members can be initiated.

8. Lotteries Grant Application

The Lotteries Grant Application was submitted on time.

9. Special Projects_ Stairs to CGC/WCCSC By-Law Review /Health and Safety Review

The board again discussed the concern about safely accessing the Canada Games Centre site from the Mt. McIntyre building and parking lot. Bill reported that Pat Ross of CoW suggested that the WCCSC board send acting city manager Linda Rapp a letter addressing the safety and liability concerns inherent in the current situation and therefore why stairs should be built.

Action items: Jonathan will draft a letter to Linda Rapp

A WCCSC by-law review is still planned for this year with Susan and Bill taking the lead.

During the summer Jonathon will produce a Health and Safety Plan for employees.

Standing Items**10. Action Log – Ski Club Timeline**

Most timeline items have been completed or are on schedule. Bill will meet with club management to discuss the past year's operations after the May 10th planning meeting where there will be an opportunity for the board to discuss the management and operations during the 2016/2017 ski season.

Jonathon will inform Dominic Bradford of Cross Country Yukon about the May 10th, planning meeting so that CCY can raise provide input should they wish to do so.

11. Financial Report 2016/17 to date

Adam was absent from this meeting but the projections look good. A review of financial will occur at the planning and budget meeting.

12. Club Manager's Report

A written report was submitted by Miriam.

13. Operations Report

Jan provided a written report. There was a recent incident of vandalism involving broken windows at the wax room which were replaced by the city. The board discussed pricing security cameras and an alarm at the PB/equipment shed.

14. Health and Safety

Jonathan reiterated his suggestion that health & safety be incorporated into board decision-making.

Additional Item

Marcus informed the board that he contacted Doug Hnatuik to discuss drafting a MOU between WCCSC and CoW, with regards to CoW multi-use trail development within the extent of WCCSC trails. Doug Hnatuik told Marcus he needed to consult Kathy Small about an MOU and would get back to him but he has not yet done so. In addition to the MOU, would be good to find out from CoW what their intentions/plans are for trail development for the coming year, if any, so we can work together to avoid conflict. Also the ski club would like for the city to follow through with proper signage at current trail intersections to meet their (and our?) insurance obligations (i.e. exercise due diligence).

Next Board Meeting:

Wednesday May 10 at 6:00 pm in the wax room

Adjournment: the meeting was adjourned at 8:30 pm