

Whitehorse Cross Country Ski Club

Board of Directors
Meeting Minutes
July 28, 2008, 7:00 pm
Mt Mac. Rec Centre

In attendance: Bill Curtis, Kelly Cooper, Jim Gilpin, Andrea Morgan, Tom Ulyett, Derrick Hynes, Carl Rumscheidt, Sierra Vandermeer

Absent: Sylvie Hamel , Michelle Rigoni, Craig Thur, Ian Robinson

Item No.	Summary of Discussions	Action to be Taken by
1.	Call to order 7:00 pm	
2.	Review of Agenda	
3.	<p>Review/Approval of previous meeting minutes</p> <p>Motion to accept the June 23, 2007 meeting minutes: Bill Second: Jim All in favour. Motion carried.</p>	
4.	<p>Financial Report</p> <p>Ian not present, but emailed financials to board members earlier today.</p> <p>Why is there a difference between YTD actual and projected surplus of \$17,000? Need to review final financials to ensure year is closed off properly.</p> <p>As board required Ian's presence to answer questions on the financials, the YTD (June 30, 2008) and proposed 2008/09 budget tabled to next meeting.</p>	<p>Ian follow up.</p> <p>Next meeting agenda</p>
5.	<p>Email discussions</p> <p>Contagious Race e-vote results: Supported by Sierra, Sylvie, Tom, Bill, Carl, Andrea No other's voted either way on the issue. Quorum obtained on vote. Contagious will need to confirm the insurance with the club prior to event.</p> <p>Mike (in earlier email) said he would follow up Contagious regarding Boards support for the event.</p>	
6.	<p>2010 Nationals</p> <p>Bill was nominated for Board representative to participate on the 2010 Nationals steering committee.</p>	

	<p>Need to address need for a joint press release with CCY and WCCSC. Bill will ensure members are told a day earlier prior to news release.</p> <p>What trail upgrades are required to be completed in 08/09 fiscal? Need to confirm what the tolerances for the trail distance variances.</p> <p>2010 Nationals will need to be on the monthly meeting agenda's to keep up to speed.</p> <p>Joint CCY/WCCSC meeting planned for end of August.</p>	Bill
7	<p>Manager Contract Manager's contract is re-negotiated annually. Carl provided to board a copy of the new contract for 2008/09. Main increase is for bookkeeping. Previous contract \$49K + incentives. \$50K + incentives (highlighted in contract). Multi-year contract not discussed. Suggested wait until things level out. Carl to follow up with Mike. Board will sign contract as is, but need to address some of boards concerns regarding performance standards. Carl suggested a meeting with Tom and Mike to discuss performance items once Mike returns to Whitehorse.</p>	Carl
8.	<p>Lighting Project - update by Jim</p> <p>Mike Kramer, Mike and Jim went out to identify the location for the new poles. New poles are planned to be installed CDF – want to drawdown funding first. Should have enough funding to complete job properly. Arcrite is the successful bidder to complete the work. Bid under \$100,000 \$75K – CDF \$20K - Lotteries \$13,000 – from the reserve fund flagged for the project as well. Need to clarify how the lighting project is reflected in the budget. Anticipation to complete prior to October ski swap. At end of project, there will be 5 km of lit trail.</p>	
9.	<p>McIntyre Creek Park Proposal Board not planning on having an official representative on the Park planning committee. Jim will be involved with the Park planning committee only peripherally. Jim will keep the board updated.</p>	
10.	<p>ATCO meeting Update</p> <p>Tom had an opportunity to meet with Doug and Grant to promote</p>	

	<p>the Club and interests in the land.</p> <p>ATCO suggested Board submit a proposal of what is desired use of the lands.</p> <p>Next Steps – a proposal will be prepared by the LTC to ATCO regarding what should be done with the ATCO lands. LTC will bring to board for review prior to sending out to ATCO.</p>	
11.	<p>FYI Misc. Updates</p> <p>Cadet Project – too much effort for the returns.</p> <p>Trail Map – new trail map should be available this week.</p> <p>Wax Room Painting – floor done.</p> <p>Raven’s ridge – work completed for the re-routing. Last year’s work will need to be fixed up once dried. Erosion an issue.</p>	
12.	<p>Locker Policy</p> <p>Board supports the locker policy as presented in Mike’s June 25th email attachments.</p>	
13.	<p>Proposed shelter along trail by member</p> <p>A club member proposed an anonymous donation of an Andirondek shelter on the ridge trail. Willing to construct and transport to site.</p> <p>Generally consider a good idea. Concerns with vandalism and long term maintenance. What does the license of occupation allow for building a structure? 6 m with allowance for development allowed in LOC. Should formally request permission to install.</p> <p>Fire pit is included in proposal but not supported by Board.</p> <p>Tom to get back to member regarding Board’s comments.</p>	Tom
14.	<p>Business Plan</p> <p>The Business Plan was quickly reviewed. Each item was assigned a priority and Board member lead.</p> <p><u>Goal 1</u></p> <p>#1 Facilities Director – low</p> <p>#2 Facilities Director – high</p> <p>#3 Facilities Director - high</p> <p>#4 LTC – Craig or Jim</p> <p>#5 Kelly</p> <p>#6 Tom</p> <p><u>Goal 2</u></p> <p>Kelly</p> <p><u>Goal 3</u></p> <p>#1 and 3 Lead – Derrick/Tom High - needs a professional consultant to do study. Will be a budget item. Possible CDF funding.</p>	

	<p>#2 Lead – Program and Volunteer Directors – med. #4 Lead – Communications Director – med. #5 Lead - Sylvie – med.</p> <p><u>Goal 4</u></p> <p>#1 Tom #2 Bill – high #3 Social/programs director – med.</p> <p><u>Goal 5</u> Jim - high</p>	
	<p>Meeting adjourned at 9:30 pm</p> <p>Next meeting tentatively proposed for August 25, 2008</p>	

Handouts during the meeting include:
Financials
Manager’s contract
08/09 Budget