

## MINUTES OF NORTH BAY NORDIC ANNUAL GENERAL MEETING MAY 24, 2017

CALL TO ORDER: 1801 HRS.

APPROVAL OF AGENDA: Moved by Minden, 2<sup>nd</sup> Jodouin. Passed

CONFLICTS OF INTEREST: None.

APPROVAL OF MINUTES OF 2016 AGM: Moved by Fettes, 2<sup>nd</sup> Stoppa, Passed.

VICE PRESIDENT'S REPORT: Tom described the last season as a roller coaster ride. Despite not having all the executive positions filled the board pulled together and met all our objectives.

We overcame equipment failure, cleared muddy drinking water, found lost children, updated the home page, produced a new brochure, improved communications with multiple news blasts, started new social activities and formed the bridge committee. He offered his personal congratulations to each director.

VOLUNTEER OF THE YEAR: Peter Bullock was unanimously named by the board for his countless hours working on the trails as well as his contributions to the bridge committee.

TRAILS: Kelly O'Grady stated there was a major cost to replace the tracks on the Piston Bully to start the season. The green trail was improved by installing 9 culverts and digging drainage ditches. The first pipe line crossing was also rebuilt. Seven bridges had decking replaced.

Four bridges were inspected by an engineering firm at the request of Ontario Parks. All trails were brushed back by volunteers this winter.

The Adopt a Trail program went smoothly with all sections now adopted. The volunteers will be encouraged to clear their sections earlier next fall.

In answer to questions, Kelly said that volunteers would be needed for some of the bridge repairs, and that the ski club has nothing to do with the mountain bike trails in the bush.

PROGRAMS: Kevin reported that Jackrabbit was a big success with 100 children enrolled. Ten new leaders were trained. They are expected back next year so training costs will be much less. The Development skiers also had a good season.

NEWSLETTER: This was well received, with positive feedback from members (both through the year and at the AGM). The Nugget provided space for articles during the ski season and this was useful publicity for the club.

The ski exchange is planned for November 25, 2017.

RACES: The chocolate races and the Blue Sky Loppet were held in a low key fashion and had reasonable turnouts. Now we have a Racing director (Rod Sinclair) and we

have committed to hosting the Ontario Midget Championships in 2018 and 2019, so racing will once again be a high profile part of the club's activities.

**SOCIAL MEDIA:** The club now has a presence on Facebook, Twitter and Instagram, which all raise our profile and help disseminate our news. The club website has been updated and is being used a lot. There is some confusion regarding the club app and its utility will be investigated.

**SCHOOL LIASON:** Ian reported that the schools made good use of the club with 15 schools participating throughout the season. All regional schools will be contacted before next season to see if other schools wish to participate. The yearly fee per school will increase from \$100 to \$150 next year.

**BUILDING AND PROPERTY:** The chronic problems with silt in the water supply continue but the filters control it most of the time. The microbiological testing remains clear as it always has been. Other fixes have been investigated but if we have worse problems the only real solution is a new well which would cost over \$10,000.

New electrical plugs were installed in the kitchen to conform to fire safety requirements for the number of appliances we use. The costs of our electrical supply continue to rise.

Clean Up Day is May 27 at 9 AM.

Next fall we will need volunteers to help dismantle the old deck and help raise the new deck which is being designed by volunteers led by Doug Braund.

Long term we need to start planning for a new clubhouse. A committee should be struck soon for this (at least) 10 year project.

Next year will be the last that Andy will be in charge of Building and Property so someone will be needed to take over in the spring of 2018.

**MEMBERSHIP:** This was much healthier this year, with total membership of 653 compared to 582 in 2015-2016. There were 144 new members. Memberships for 2017-2018 will be available online by the end of June for those members who volunteer around the club in the summer and fall so they can be covered by the liability insurance policy.

**SOCIAL:** Mike reported that there were many successful social events held this year, including games nights, snowshoe family day, full moon skis, and the year end party. He is planning a season opening party as soon as the snow flies!

**FINANCIAL REPORTS:** Gary presented the Year End Financial Statements and Budget for 2017-2018. (THEY ARE APPENDED AT THE END OF THESE MINUTES) He mentioned that our financial situation is better now than it was at the end of last year because of the increased membership revenue, but there were unknown increased costs for bridge repair in the next year. When these costs are known we will have to call a special general meeting to approve the bridge repair budget and decide how to pay for the repairs. Gary suggested that money in the groomer fund

might need to be repurposed to pay for bridge repairs. We will also look for grant money.

The money for the deck replacement is included in next year's budget.

MOTION: to accept the financial statements moved by Kevin Stoppa, 2<sup>nd</sup> Andrew Rees

PASSED

MOTION: to amend the budget to increase marketing budget to \$1500 moved by David Weiskopf, 2<sup>nd</sup> by Ian Fettes.

PASSED

MOTION: to approve the budget as amended moved by Kelly Wallace, 2<sup>nd</sup> Kelly Ann O'Grady.

PASSED

NOMINATIONS: The committee announced that the positions of President and Secretary remained unfilled. Andrew Rees was nominated to fill the position of Trails Director, and David Weiskopf to be Membership Director. All other positions were to remain as is. There being no other nominations the slate was acclaimed.

OTHER BUSINESS: 1. Members felt the clubhouse should be open for members for more days in the spring as long as skiing is good.

2. Members were interested in allowing fat biking on the trails one evening a week. Other members felt that "fat bikers" would not be that interested in riding wide flat trails. Another member was opposed to biking on the trails at all.

Because no motions on these issues had been circulated prior to the AGM as called for in the bylaws these suggestions were referred to the next board meeting.

ADJOURNMENT: Moved by John Wipprecht, 2<sup>nd</sup> Ian Fettes at 1930 HRS. PASSED

**NORTH BAY NORDIC SKI CLUB  
STATEMENT OF FINANCIAL POSITION  
AS AT APRIL 30, 2017**

April 30, 2017    April 30, 2016

**ASSETS**

| Current                       |  | \$        | 62,525         | \$        | 44,531         |
|-------------------------------|--|-----------|----------------|-----------|----------------|
| Cash                          |  |           |                |           | 123,257        |
| Investments                   |  |           | 94             |           | 1,325          |
| Accounts receivable           |  |           | 187,379        |           | 169,113        |
|                               |  |           | 76,427         |           | 84,919         |
| <b>Property and Equipment</b> |  |           |                |           |                |
|                               |  | <b>\$</b> | <b>263,806</b> | <b>\$</b> | <b>254,032</b> |

**LIABILITIES**

| Current                                  |  | 1,900 | \$    | 1,955 |
|--|--|-------|-------|-------|
| Accounts payable and accrued liabilities |  |       |       | 2,850 |
| Deferred revenue                         |  |       | 4,750 | 4,805 |

**MEMBERS' EQUITY**

|                                      |  |           |                |                |                |
|--------------------------------------|--|-----------|----------------|----------------|----------------|
| Unrestricted                         |  |           |                | 28,936         | 27,832         |
| Investment in property and equipment |  |           |                | 76,427         | 84,919         |
| Internally restricted                |  |           |                | 126,404        | 114,487        |
| Trail maintenance equipment          |  |           |                | 1,950          | 1,650          |
| Equipment                            |  |           |                | 10,742         | 10,742         |
| Building maintenance                 |  |           |                | 14,234         | 9,234          |
| Trail                                |  |           |                | 363            | 363            |
| OFSAA                                |  |           |                | 259,056        | 249,227        |
|                                      |  |           |                | <b>259,056</b> | <b>249,227</b> |
|                                      |  | <b>\$</b> | <b>263,806</b> | <b>\$</b>      | <b>254,032</b> |

**NORTH BAY NORDIC SKI CLUB  
STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED APRIL 30, 2017**

| REVENUE                          |  | April 30, 2017 |                |
|----------------------------------|--|----------------|----------------|
|                                  |  | BUDGET         | ACTUAL         |
| Membership(including CCO fees)   |  | \$ 63,897      | \$ 66,781      |
| Trail fees and equipment rentals |  | 23,500         | 28,564         |
| Local Races                      |  | 7,880          | -              |
| Snack bar                        |  | 6,000          | 6,811          |
| Programs                         |  | 9,335          | 10,150         |
| School memberships               |  | -              | 1,800          |
| Nipissing University Program     |  | 5,000          | 5,468          |
| Lockers                          |  | 5,400          | 5,250          |
| Donations                        |  | 400            | 643            |
| Interest                         |  | 1,230          | 1,340          |
| Building rentals                 |  | 500            | 775            |
| Miscellaneous                    |  | 300            | 606            |
| Advertising board signage        |  | 6,000          | 3,900          |
| Social                           |  | -              | 1,147          |
| Ski Exchange                     |  | 10,000         | 8,771          |
| High school rentals              |  | 650            | 400            |
| HST adjustment                   |  | -              | 11,285         |
|                                  |  | <u>140,092</u> | <u>131,120</u> |

**NORTH BAY NORDIC SKI CLUB  
STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED APRIL 30, 2017**

| EXPENDITURES                               | April 30,2017<br>BUDGET | April 30,2017<br>ACTUAL |
|--|-------------------------|-------------------------|
| Buildings and property (Schedule 1)        | \$ 21,898               | \$ 21,167               |
| Trails (Schedule 1)                        | 34,300                  | 36,331                  |
| Snack bar                                  | 18,534                  | 19,304                  |
| CCO fees                                   | 11,020                  | 11,312                  |
| Programs                                   | 10,605                  | 10,690                  |
| Local races                                | 6,070                   | -                       |
| Insurance                                  | 4,238                   | 3,971                   |
| Nipissing University Program               | 3,000                   | 3,120                   |
| Administration - Accounting fees           | -                       | 1,865                   |
| Contributions to athletes                  | 1,600                   | 1,200                   |
| Rental equipment                           | 1,200                   | 1,034                   |
| Membership                                 | 750                     | 750                     |
| Office                                     | 3,000                   | 2,794                   |
| Socials/AGM                                | 1,000                   | 603                     |
| Ski exchange-expenses                      | 8,000                   | 6,835                   |
| Ski exchange-distribution to programs      | 2,000                   | 500                     |
| Marketing, newsletter and publicity        | 700                     | 550                     |
| HST adjustment                             | -                       | 9,223                   |
|  | <u>127,915</u>          | <u>112,801</u>          |
| <b>EXCESS OF REVENUE OVER EXPENDITURES</b> | <u><b>12,177</b></u>    | <u><b>18,321</b></u>    |

**NORTH BAY NORDIC SKI CLUB  
STATEMENT OF CHANGES IN MEMBERS' EQUITY  
FOR THE YEAR ENDED APRIL 30, 2017**

April 30, 2017    April 30, 2016

**UNRESTRICTED**

|  |  |  |                 |  |               |                  |
|--|--|--|-----------------|--|---------------|------------------|
| Balance, beginning of year                                     |  |  |                 |  | \$ 27,832     | \$ 32,341        |
| Excess of revenue over expenditures                            |  |  |                 |  | 18,321        | 5,661            |
| Transfer to internally restricted- trail maintenance equipment |  |  |                 |  | - 11,917      | - 9,870          |
|  |  |  | trail (bridges) |  | - 5,000       | -                |
|  |  |  | - equipment     |  | - 300         | - 300            |
| Balance, end of year   |  |  |                 |  | <u>28,936</u> | <u>\$ 27,832</u> |

**INTERNALLY RESTRICTED-TRAIL MAINTENANCE EQUIPMENT**

|                            |  |  |  |  |                |                   |
|----------------------------|--|--|--|--|----------------|-------------------|
| Balance, beginning of year |  |  |  |  | \$ 114,487     | \$ 104,617        |
| Transfer from unrestricted |  |  |  |  | 11,917         | 9,870             |
| Balance, end of year       |  |  |  |  | <u>126,404</u> | <u>\$ 114,487</u> |

**INTERNALLY RESTRICTED- EQUIPMENT**

|                            |  |  |  |  |                 |                 |
|----------------------------|--|--|--|--|-----------------|-----------------|
| Balance, beginning of year |  |  |  |  | \$ 1,650        | \$ 1,350        |
| Transfer from unrestricted |  |  |  |  | 300             | 300             |
| Balance, end of year       |  |  |  |  | <u>\$ 1,950</u> | <u>\$ 1,650</u> |

**INTERNALLY RESTRICTED-BUILDING MAINTENANCE**

|                                      |  |  |  |  |                  |                  |
|--------------------------------------|--|--|--|--|------------------|------------------|
| Balance at beginning and end of year |  |  |  |  | <u>\$ 10,742</u> | <u>\$ 10,742</u> |
|--------------------------------------|--|--|--|--|------------------|------------------|

**INTERNALLY RESTRICTED-TRAIL**

|                                      |  |  |  |  |                  |                 |
|--------------------------------------|--|--|--|--|------------------|-----------------|
| Balance at beginning and end of year |  |  |  |  | \$ 9,234         | \$ 9,234        |
| Transfer from unrestricted           |  |  |  |  | 5,000            | -               |
| Balance, end of year                 |  |  |  |  | <u>\$ 14,234</u> | <u>\$ 9,234</u> |

**INTERNALLY RESTRICTED- OFSSA**

|                                      |  |  |  |  |               |               |
|--------------------------------------|--|--|--|--|---------------|---------------|
| Balance at beginning and end of year |  |  |  |  | <u>\$ 363</u> | <u>\$ 363</u> |
|--------------------------------------|--|--|--|--|---------------|---------------|

**NORTH BAY NORDIC SKI CLUB  
SCHEDULE 1  
FOR THE YEAR ENDED APRIL 30, 2017**

**BUILDING**

| EXPENDITURES                        | April 30, 2017   |                  |
|-------------------------------------|------------------|------------------|
|                                     | BUDGET           | ACTUAL           |
| Capital                             | \$ 2,100         | \$ 1,470         |
| Hydro                               | 6,000            | 5,653            |
| Parking lot- snow removal/sanding   | 5,121            | 4,441            |
| Municipal taxes and land use permit | 3,877            | 3,849            |
| Telephone and internet              | 2,500            | 1,635            |
| Repairs                             | 2,000            | 3,716            |
| Waste removal/water testing         | 300              | 403              |
|                                     | <b>\$ 21,898</b> | <b>\$ 21,167</b> |

**TRAILS**

| EXPENDITURES             | April 30, 2017 |               |
|--------------------------|----------------|---------------|
|                          | BUDGET         | ACTUAL        |
| Summer improvement       | 9,200          | \$ 9,226      |
| PistenBully major repair | -              | 8,117         |
| PistenBully maintenance  | 3,500          | 3,161         |
| Groomer fees             | 7,350          | 7,090         |
| Machinery repairs        | 1,500          | 1,795         |
| Fuel costs               | 5,000          | 5,483         |
| Capital equipment        | 1,750          | 1,127         |
| Purple bridge repair     | 5,000          | -             |
| Signage                  | 1,000          | 333           |
|                          | <b>34,300</b>  | <b>36,331</b> |



NORTH BAY NORDIC SKI CLUB  
 OPERATING BUDGET 2017/18

| REVENUE                                   | Budget            | Actual            | Budget            |
|---|-------------------|-------------------|-------------------|
|   | 2016/17           | 2016/17           | 2017/18           |
| Programs                                  | \$ 9,335          | \$ 10,150         | \$ 11,760         |
| Memberships (including CCO fees)          | 63,897            | 66,781            | 68,201            |
| School memberships                        | -                 | 1,800             | 2,250             |
| Snack Bar                                 | 6,000             | 6,811             | 6,000             |
| Lockers                                   | 5,400             | 5,250             | 5,400             |
| Ski/snowshoe rentals                      | -                 | -                 | -                 |
| Trail fees, schools and equipment rentals | 23,500            | 28,564            | 26,860            |
| Signage(advertising board)                | 6,000             | 3,900             | -                 |
| Social                                    | -                 | 1,147             | 1,860             |
| Interest                                  | 1,230             | 1,340             | 2,000             |
| Local races (2017/18 Blue Sky, Midget)    | 7,880             | -                 | 21,500            |
| Donations                                 | 400               | 643               | 500               |
| Nip.U Training                            | 5,000             | 5,468             | 5,000             |
| Building Rental                           | 500               | 775               | 500               |
| Ski Exchange                              | 10,000            | 8,771             | 9,000             |
| High school equipment rental              | 650               | 400               | 650               |
| Miscellaneous                             | 300               | 606               | 500               |
| HST                                       | -                 | (11,285)          | -                 |
| <b>TOTAL REVENUE</b>                      | <b>\$ 140,092</b> | <b>\$ 131,120</b> | <b>\$ 161,981</b> |

**NORTH BAY NORDIC SKI CLUB  
OPERATING BUDGET 2017/18  
EXPENDITURES**

Budget 2016/17      Actual 2016/17      Budget 2017/18

| General & Administrative Expenses                  | Budget 2016/17   | Actual 2016/17   | Budget 2017/18   |
|--|------------------|------------------|------------------|
| AGM/Volunteer appreciation                         | \$ 500           | \$ 201           | \$ 500           |
| Office   | 1,200            | 805              | 1,200            |
| Bank charges and interest                          | 1,800            | 1,989            | 1,900            |
| Insurance  | 4,238            | 3,971            | 4,100            |
| Local races  | 6,070            | -                | 21,185           |
| Marketing  | 500              | 550              | 500              |
| Newsletter and publicity                           | 200              | -                | -                |
| Socials  | 500              | 402              | 780              |
| Membership   | 750              | 750              | 750              |
| Nipissing U training                               | 3,000            | 3,120            | 3,500            |
| Fees-CCO + new \$1.00 levy per member              | 11,020           | 11,312           | 12,670           |
| Accounting fees                                    | -                | 1,865            | -                |
| Ski Exchange Expenses                              | 8,000            | 6,835            | 7,000            |
| Ski Exchange Distribution to all programs          | 2,000            | 500              | 2,000            |
| <b>General &amp; Administrative Expenses-Total</b> | <b>\$ 39,778</b> | <b>\$ 32,298</b> | <b>\$ 56,085</b> |

|                           |                  |                  |                  |
|---------------------------|------------------|------------------|------------------|
| Programs                  | \$ 10,605        | \$ 10,690        | \$ 12,090        |
| Contributions to programs | 1,600            | 1200             | 1,600            |
| <b>Programs- Total</b>    | <b>\$ 12,205</b> | <b>\$ 11,890</b> | <b>\$ 13,690</b> |

| Building                           | Budget           | Actual           | Budget           |
|------------------------------------|------------------|------------------|------------------|
|                                    | 2016/17          | 2016/17          | 2017/18          |
| Capital                            | \$ 2,100         | \$ 1,470         | \$ 16,610        |
| Repairs                            | 2,000            | 3,716            | 2,000            |
| Telephone & Internet               | 2,500            | 1,635            | 1,680            |
| Hydro                              | 6,000            | 5,653            | 6,000            |
| Parking lot- Snow removal, sanding | 5,121            | 4,441            | 4,000            |
| Waste removal/Water testing        | 300              | 403              | 580              |
| Municipal tax                      | 3,377            | 3,349            | 3,517            |
| Land Use permit                    | 500              | 500              | 500              |
| <b>Building - Total</b>            | <b>\$ 21,898</b> | <b>\$ 21,167</b> | <b>\$ 34,887</b> |

|                                 |                 |                 |                 |
|---------------------------------|-----------------|-----------------|-----------------|
| Repairs, waxing                 | \$ 200          | \$ 77           | \$ 200          |
| Ski purchases/rentals/snowshoes | 1,000           | 957             | 1,000           |
| <b>Rental Equipment-Total</b>   | <b>\$ 1,200</b> | <b>\$ 1,034</b> | <b>\$ 1,200</b> |

|                         |                  |                  |                  |
|-------------------------|------------------|------------------|------------------|
| <b>Snack Bar</b>        |                  |                  |                  |
| Snack bar purchases     | \$ 3,000         | \$ 3,062         | \$ 3,200         |
| Snack bar wages         | 15,534           | 16,242           | 19,013           |
| <b>Snack bar- Total</b> | <b>\$ 18,534</b> | <b>\$ 19,304</b> | <b>\$ 22,213</b> |

| Trails                                   | Budget    | Actual    | Budget    |
|--|-----------|-----------|-----------|
|  | 2016/17   | 2016/17   | 2017/18   |
| Alpine maintenance                       | \$ -      | \$ -      | \$ 1,000  |
| Trails- capital equipment                | 1,750     | 1,127     | 500       |
| Grass cutting expense (trails)           | 200       | 165       | 200       |
| Summer trail maintenance                 | 9,000     | 9,061     | -         |
| Trails- machinery repairs & improvements | 1,500     | 1,795     | 1,500     |
| Trails- contract fees/grooming           | 7,350     | 7,090     | 7,350     |
| Trails- fuel costs                       | 5,000     | 5,483     | 5,000     |
| Trails- purple bridge replacement        | 5,000     | -         | -         |
| Trails- special groomer maintenance      | 8,117     | -         | 5,000     |
| Trails- signage                          | 1,000     | 333       | 1,000     |
| Trails- PistenBully Maintenance          | 3,500     | 3,161     | 3,500     |
| Trails- bridge inspections & design      | -         | -         | 10,000    |
| Trails- bridge repairs/replacement       | -         | -         | -         |
| Trails- Total                            | \$ 34,300 | \$ 36,331 | \$ 35,050 |

**TOTAL EXPENDITURES**

|         |         |         |
|---------|---------|---------|
| 127,915 | 122,024 | 163,124 |
| -       | (9,224) | -       |
| 127,915 | 112,800 | 163,124 |

**Excess of revenue over expenditures**

|        |        |         |
|--------|--------|---------|
| 12,177 | 18,321 | (1,144) |
|--------|--------|---------|

Use of :

- Building Maintenance fund
- Trail maintenance fund

|           |           |           |
|-----------|-----------|-----------|
| -         | -         | 10,742    |
| 9,234     | -         | 10,000    |
| 9,234     | -         | 20,742    |
| \$ 21,411 | \$ 18,321 | \$ 19,598 |

**EXCESS OF REVENUE OVER EXPENDITURES**