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| **MINUTES OF THE NORTH BAY NORDIC SKI CLUB** | **DATE:** | Wednesday, June 3, 2015 |
| **TIME:** | 7:00 p.m. |
| **LOCATION:** | North Bay Nordic Ski Club |

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| **MEETING CALLED BY:** | John Bowes |
| **RECORDING SECRETARY:** | Julie Bass |
| **TYPE OF MEETING:** | Annual General Meeting |

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| **PARTICIPANTS:** John Bowes (President), Tom Cook (VP, Building & Property), Gary Jodouin (Treasurer), Julie Bass (Newsletter/Publicity, Recording Secretary), Mike Ward (Races), Kelly O’Grady (Trails), David Weiskopf (Membership), Amy Bartlett (Ski Programs), Erin Fettes (School Liaison) |
| **ABSENT/REGRETS:** None |
| **NON-MEMBERS:**  9 members in addition to board members |
| **AGENDA TOPICS** |
| **ITEM** | **RESPONSIBLE** |
| 1. **CALL TO ORDER**

John called the meeting to order at 7:05 p.m. |  |
| 1. **APPROVAL OF AGENDA**

Moved by: Liza Vandermeer Seconded by: Andy Davies**MOTION PASSED** |   |
| 1. **APPROVAL OF MINUTES June 25, 2014**

Moved by: David Weiskopf Seconded by: Mark Thomas**MOTION PASSED** |  |
| 1. **DECLARATION OF ANY CONFLICTS OF INTEREST**

None declared |  |
| **5.0 BUSINESS ARISING** |  |
| **5.1 President’s Update*** John welcomed everyone and introduced the board members.
 | John |
| **5.2 Treasurer’s Report*** Gary Jodouin reviewed the 2014-2015 yearend financial statement.
* Deferred revenue of $2,850 is from a grant received to build an accessibility ramp which was not built; however, the money was deferred for a future project.
* Each year funds are transferred into the trail maintenance equipment fund for the sole purpose of purchasing a new groomer.
* The building maintenance and trail funds were set up two years ago for extraordinary expenses.
* The club was closed 12 days this year due to poor weather as compared to 6-7 days last year.
* Hydro costs continue to be high. This needs to be looked at to find some savings. Mark Thomas suggested that the wood stove may be more beneficial if located in the basement area.
* Trails expenses were under budget until the washout last fall.
* Fuel costs continue to increase. The groomer maintenance program has been effective in preventing problems and unexpected costs.
* The criteria set for the contribution to Junior Racing Team athletes is $400 per athlete; in the 2014-2015 fiscal year the contribution was $1,600. It is for students up to high school age.
* $50 per athlete was provided to the Development Team to attend the Midget championships in Temiskaming.
* $493 excess of revenue over expenditure this year. The board members were effective in staying within their program budgets.
* New poles and small boots for the rental inventory will be purchased with the $493.
* Tom Cook questioned where the $50 each for high school rentals is used/budgeted. He suggested that it be used directly to replace rental inventory.

 **MOTION: To accept the financial statement as presented.** **Moved by: Katie Ward Seconded by: Andrew Koski-Harja** **MOTION PASSED*** Gary reviewed the proposed 2015-2016 budget.
* Program fees will be increased $5 to $10 depending on the program.
* Membership fees will increase 2.5%.
* Locker rentals will increase to $75 from $70.
* The three year contract on most of the advertising board signs has expired. $6000 is budgeted to renew them.
* Building rental fees have increased to $250. Two rentals have been budgeted for this year.
* Several board meetings were held re the ski exchange coming back under control of the club. Revenue is estimated to be $3000 and expenses of $1500. The difference will be distributed to all ski programs based on numbers and need.
* Capital building expenses will be $26,500. This is for deck replacement ($17,000) and insulation of the garage ($8,500). Further quotes are being obtained. Several volunteers have come forward offering to assist with the work; therefore, helping to keep costs down.
* $7,000 is budgeted for hydro. This is very expensive.
* Kelly O’Grady explained that the trails budget is expensive, but actual work that can be done is yet to be determined by Ontario Parks. There will be cost savings if less work is allowed.
* Mark Thomas expressed concern re the building replacement fund and what the life span is of the clubhouse. The clubhouse, legally, must be fully accessible by 2025. We keep taking from the building replacement fund as the annual cost of maintaining the buildings rises. This is making it hard to save for the future. Mark proposed setting up a committee to make a 10 year plan. Dave Minden suggested that there be $10,000 set aside annually for a building replacement fund.
* Lynn Ingham suggested that the deferred revenue from the accessibility ramp could be used towards the deck replacement and perhaps incorporate a ramp as part of the deck. Mark Thomas asked if work could be done on the door downstairs to make it accessible.
* Andy Davies stressed that replacement of the clubhouse is of a totally different magnitude than the Piston Bully replacement. The only way to do it is to have a plan of what we will do and how, and then fundraise in the community, business, industry, government. A design plan is required first. A committee needs to be formed to this purpose. A building replacement fund needs to be looked into.

**MOTION: That the use of the building maintenance fund be suspended from the budget as presented.** **Moved by: Tom Cook Seconded by: Dave Minden****MOTION PASSED*** 2015-2016 budget has a deficit of $10,742.

 **MOTION: To accept the budget as amended.**  **Moved by: Gary Jodouin Seconded by: Dave Minden** **MOTION PASSED** | Gary |
| **5.3 Trails*** $15,000 was budgeted last year for trail improvements. $11,000 was used to complete work approved by the MNR and Ontario Parks which included replacing culverts and ditching improvements. An unforeseen expense of $8,000 occurred due to a washout on the access road resulting in going over budget.
* Kelly O’Grady thanked all of the volunteers who cut brush, did their km, and assisted during breakdowns,
* The first day of grooming was November 18, 2014 and the last was April 8, 2015.
* There were few groomer breakdowns this year. The groomer is in good shape with low hours of usage. The tires will be filled with foam to prevent flats. Replacement of rubber on the tracks is being reviewed.
* A winch will be put on the side-by-side.
* The snow machines are in good shape.
* Future plans include working with the MNR. Work will begin on the blue trail (off access road) and work backwards on the blue to the clubhouse including replacing culverts and banking corners (7-8 spots). Additional culvert work will be done in the middle of purple trail. The ultimate goal is to get the purple trail to a state where people can safely ski early in the season.
* Special thanks to Peter Bullock who has been invaluable at the Ontario Parks and MNR meetings.
* Work will be done on the garage to alleviate leaks and heat loss.
 | Kelly |
| **5.4 Races*** Tom Cook managed the Nordic component of the Special Olympics held at the club. It was a lot of work; included numerous volunteers, and was a great success.
* Numbers were up slightly (47) for the Blue Sky Loppet. Jackrabbit races were held right before their weekly lessons. Mike Ward suggested that it would be nice to host the Blue Sky Loppet on the same weekend each year.
* The Kiwanis Winter Triathlon was held as usual.
* Next year will be a light race year with only the Blue Sky Loppet scheduled.
* Mike thanked everyone for their hard work and support.
 | Mike |
| **5.5 Membership** * David Weiskopf reviewed membership statistics over the past few years.
* Factors influencing the decline in membership include alternate places to ski in the area and the cold weather. Liz Inkla, from Cross Country Ontario, said membership at all clubs in Ontario was down consistently across the board.
* Zone 4 has been beneficial for generating reports for programs, as well as providing the children’s tax receipts.
 | David |
| **5.6 Ski Programs*** This year’s program coordinator, Brittney Nelson, did a good job.
* There were 12 instructors and 6-8 helpers.
* There was a struggle with enrollment continuing past the first day of lessons. Next year there will be a firm deadline.
* 23 bunny rabbits were enrolled this year. A lower instructor to bunny rabbit ratio is required. This year was 5:1. Will plan for 3:1 next season.
* ICC and CCC coaching courses ran during the fall. Organizing the courses takes a lot of effort and the courses aren’t confirmed until the last minute.
* 8 skiers were enrolled in Track Attack and 14 in the Development Team. Devo had day trips (Huntsville, Parry Sound, etc); assisted at other events, and went to the Midget championships in Temiskaming.
* Sera Tempio has resigned as head coach of the Junior Racing Team. The team had four athletes this year including one from out of town. Two to three members are predicted for next year.
* Level 3-4 Jackrabbit programming introduces skate skiing. Three pairs of rental skate skis were purchased to assist with this.
* Next season will try having a rotating parent volunteer to look after the snacks which will free up the coordinator to be with the skiers.
* Parents who help out with the bunny rabbits need to get their ICC certification. This will free up instructors for the upper levels.
* Bridging gaps between ski levels and the programs is our ultimate goal. Liza Vandermeer stated that having a good Jackrabbit program is key to growing and maintaining the club’s membership over the years.
 | Amy |
| **5.7 Building & Property*** A new floor was laid in kitchen; a condiment counter built, and a ski rack for rental skis built and installed in the clubhouse.
* There were fewer water issues this year. A backwash filter was installed which prevented any complete water shutdown this past season.
* Heather, Vicky, Leanne and Julie staffed the snack bar, presenting a positive face to the public. Jake and Ian were the custodians.
* Next year Andy Davies will take over the Building and Property portfolio.
* The deck is in disrepair. It will be removed from the south wall and replaced with a set of steps and a landing at the exit. A porch will be built over the lower level door and a storm door added. Landscaping will be completed to help alleviate seepage at the bottom level.
* The fence that was taken down for the Special Olympics will be replaced using funds supplied by the Special Olympics
* Tom Cook thanked Gary Jodouin who managed the snack bar staff and Julie Bass who decorated the clubhouse providing a warm ambiance throughout the year.
 | Tom |
| **5.9 School Liaison*** Julie Bass created an online brochure and forms that teachers could complete prior to coming to the club which helped to decrease wait times.
* Mike Ward has helped out and had his snow shoes available to school groups through his business Nature and You.
* There were lots of school bookings this season and, unfortunately, a few cancellations due to the cold weather.
* Concerns re the amount of equipment available to the schools for rental were noted.
* Andrew Koski-Harja’s elementary school events were a big success with lots of interest and limited equipment.
* The high cost of bussing continues to be an issue for the schools.
 | Erin |
| **5.10 Newsletter/Socials*** The three annual newsletters were sent to members as well as numerous News Blasts which kept members up-to-date on club activities.
* The turnout for social events was poor this year.
* Publicity efforts will increase next year. We will try to get “Nordic News” back in the Nugget. Kelly Wallace suggested trying Bay Today as well.
* Clark Communications made a complementary app for the club this past year. It’s a trails app for use with Android and Iphone operating systems.
 | Julie |
| 6.**0 NEW BUSINESS** |  |
| **6.1 Volunteers of the Year*** Andrew Koski-Harja and Bruce McIvor were named volunteers of the year. Congratulations and thanks for all of your hard work.
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| **6.2 Report from the Nominations Committee*** The following are the nominees for the 2015-2016 Board of Directors: Tom Cook –Vice-President, Snowshoe trails; Kelly O’Grady – Trails; Gary Jodouin – Treasurer; Julie Bass – Newsletter/Publicity, Socials; Amy Bartlett – Ski Programs, and Mike Ward – Membership.
* New nominees to the board are: Andy Davies – Building and Property; Liza Vandermeer – Publicity, Socials, and Kevin Stoppa – intern.

  **MOTION: To accept the nominees for the Board of Directors as stated.**  **Moved by: David Weiskopf Seconded by: Erin Fettes** **MOTION PASSED** |   |
| **6.3 Grooming Policy*** Kelly O’Grady reviewed the new grooming policy. Groomers will attempt to be off the trails by 8 a.m. If grooming when skiers are present, the trails will be groomed in the direction that skiers ski. The complete policy will be on the club’s website.

**MOTION: To accept the grooming policy as presented.****Moved by: Katie Ward Seconded by: Andrew Koski-Harja****MOTION PASSED** |  |
| **6.4 Thank You*** Tom Cook thanked John Bowes for the marvelous job he has done as president. He has been diplomatic working with Ontario Parks and has been a great benefit to the club. John will stay on as a member of the trails committee.
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| **7.0 ADJOURNMENT** **Time: 9:10 p.m.** **Moved by: Andy Davies Seconded by: Mark Thomas** **MOTION PASSED** |  |