**North Bay Nordic Ski Club  
Board of Directors Meeting Minutes   
By Zoom  
 April 21, 2022**

**Present**: Mark Thomas, Kathy Wilcox, Andrew Rees, Kevin Denston, Dave Ward, Otto Bedard, Mike McDonough, Alisha Millar, Henning Helms, Tom Cook   
**Regrets**:

**Call to Order:** Andrew **Time:** 7:05

**Appointment of a Secretary**: Kathy Wilcox

**Approval of Agenda**: M: Mike S: Alisha Carried

**Declaration of Conflicts of Interest**: none

**Approval of Minutes of March 29 meeting** M: Mark S: Henning Carried

**Business Arising Board Committees:**

**Membership:** Discussion around what to project upcoming season membership at for budget purposes. Settled on 800 with 2% increase  
 **Financial Update:** The meeting was focussed on the upcoming budget and there was lengthy discussion in a number of areas including possible rate and pass increases and how to best project those. It was determined that there should be little change overall in programs and the ski exchange would be similar in revenue generation to this past season. The budget was reviewed line by line with changes and updates incorporated into the draft. Kevin discussed the $500 fee that has been historically charged to the Snowmobile Club (waived this past season) and whether we wish to re-instate this charge. **A** TBD at next meeting. Remuneration for the Program Coordinator was discussed. Alisha will speak with Gary regarding how much revenue should be kept in the operating account and available. Discussion was 25% of budget or 3 – 6 months. **Alisha** will report back to Board regarding recommendation.

**Building/Property/Trails:** Andrew updated the Board on the property purchase, its progress and projected costs ($15k - $22k). **A** This will be an agenda item at the AGM. There was a discussion regarding revenue generation for the Snack bar. Andrew discussed the Red Trail Bridge project. Discussions are ongoing with Tourism North Bay and how much grant money may be available for this. There was an in depth discussion regarding the long standing item of what reserve funds should exist, what they should be used for and how much should be in them. It was agreed that surplus money from “good revenue” years should be allocated to these Capital funds in order to have them available for future needs. It was determined that the Trail Maintenance Fund will be eliminated that $14,200 will be transferred to the 2022/2023 budget to reduce the deficit. Also, a new Fund will be created. The following motion was presented.

**Motion:** That a *Building and Property Capital Reserve Fund* be created and that a Board determined amount of yearly surplus revenue be allocated to it for future capital needs, as deemed appropriate and necessary by the Board at the time.

**M:** Mark **S:** Henning  **Carried**

**Communications:**  **Kathy** will send social media and eblast regarding the upcoming AGM and requests for interest in board nominations.

**Races:**  No report

**Other Business:** There was a discussion regarding the Volunteer of the Year Award at the AGM. Tom had 2 suggestions which were supported by the Board.

**Mark** was asked to head up the Nomination Committee and report any interested members to the Board prior to the AGM for presentation at it. Mark agreed.

**Next Meeting Date and call for submission of agenda items**: May 17 at 7 pm at the Clubhouse (AGM)

**Meeting adjourned**: 9:32 pm M: Kathy S: Henning Carried