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| **MINUTES OF THE NORTH BAY NORDIC SKI CLUB** | **DATE:** | Monday, January 12, 2015 |
| **TIME:** | 1900 hours |
| **LOCATION:** | Mike Ward’s Residence |

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| **MEETING CALLED BY:** | John Bowes |
| **RECORDING SECRETARY:** | Julie Bass |
| **TYPE OF MEETING:** | General Board 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), Erin Fettes (School Liaison),  Kelly O’Grady (Trails), Amy Bartlett (Ski Programs) | | |
| **ABSENT/REGRETS:** David Weiskopf (Membership) | | |
| **NON-MEMBERS:** None | | |
| **AGENDA TOPICS** | | |
| **ITEM** | **RESPONSIBLE** |
| 1. **CALL TO ORDER**   John called the meeting to order at 1911 hours. |  |
| 1. **APPROVAL OF AGENDA**   **Moved by: Gary Jodouin Seconded by: Mike Ward**  **APPROVED** |  |
| 1. **APPROVAL OF MINUTES December 1, 2014**   **Moved by: Erin Fettes Seconded by: Tom Cook**  **APPROVED** |  |
| 1. **DECLARATION OF ANY CONFLICTS OF INTEREST**   None declared |  |
| **5.0 BUSINESS ARISING** |  |
| **5.1 President’s Update** | John |
| **5.2 Treasurer’s Report**   * Currently there are 628 members in total. This includes 130 new members and 19 returning who were not members last year. * Gary reviewed revenue and expenditures to date. * Discussed snack bar food prices. The prices of pop and Gatorade will be reduced. Tom will review this with Heather. | Gary |
| **5.3 Trails**   * The Grooming Policy was distributed via email prior to the meeting. * These are specific guidelines re which trails are groomed and when throughout the season. * A “Grooming in Progress” sign is placed at the start of the trail that is being groomed. * Groomers are using Twitter prior to and after the trails are groomed. Dates are being added to the tweet for clarity. * Julie to print the Grooming Policy in the next newsletter. * Tom asked if there is a policy of how to do corners (inside or outside). Kelly explained that all of the groomers use the same procedures. The specifics are discussed at the monthly groomer meeting. * A checklist for going out on the groomer including details of where specific actions are taken is being put together.   **MOTION: To accept the Trail Grooming Policy as circulated.**  **Moved by: Gary Jodouin Seconded by: Tom Cook**  **MOTION PASSED**   * Peter Bullock has been trained and is a new groomer. We have four regular groomers with one spare. * Kelly discussed issues with preparing the Nipissing trails for the OUA race.   + The first bridge is 7’6” wide – the tiller is 10 feet wide/the groomer is 14 feet wide. Snow must be shoveled and packed until it is wide.   + There is a section that has only 10 feet between the trees.   + The trails need brushing to make them 14 feet wide.   + As the snow gets higher, there are some tree tops that are too low – a minimum of 10 feet in height is required.   + Part of their trail system is on the pond. Our insurance company will be contacted re guidelines for minimum ice thickness that the groomer can go on. * Mike will email Toivo with the specific details of work that needs to be done if we are going to use the groomer at the Nipissing site. Another inspection will be done after the work is complete to see if the standards are met. | Kelly |
| **5.4 Races**   * Mike discussed preparations for the Kiwanis Winter Triathlon to be held January 17. | Mike |
| **5.5 Membership**   * There are empty lockers. John will look for the combination list. When David returns, these lockers will be assigned to members on the wait list. * There has been confusion with non-members registering their children for the Jackrabbit program. They need to be able to register for programs on the first page to by-pass membership information. Amy will contact Dan Roycroft re this matter. * There isn’t a way for members to update their information or add another member and pay for it. David can access the system and assist with these types of issues. * Tom suggested that there be a separate page for program registration only. * There continues to be complaints about having to use the computer to register via Zone 4. Wasi has their paper registration forms at the sports stores in the city. If we allow paper registration it was suggested that the snack bar staff input registrations to Zone 4 as part of their job. Snack bar staff usually begins work around Christmas. Many registrations happen before this time. Gary recommended that we have a meeting re this specifically. It will be revisited in the future. | David |
| **5.6 Ski Programs**   * The Farintosh boys will be hired to start the fire in the Jackrabbit Lodge by 10 a.m. on Sunday mornings. * Bunny Rabbits will use the clubhouse basement for their snacks. * Amy wants to close registration for the season as the program is full. Snack bar staff to be notified. Website will be updated with this information. Gary will call Zone 4 to see if we can stop any further registrations. * Discussed double tracking the uphill. It hasn’t been done on the main trail as people ski and pass leaving a shortage of space for the extra classic track. It would get wiped out. Kelly will try it one weekend. | Amy |
| **5.7 Building & Property**   * Discussed having a wax clinic by Lefebvres on a Sunday when there are lots of people around. Additionally, we could offer one hour waxing lessons on an individual or group basis. * Tom stated that there is opportunity for adult education in the evening i.e. group lessons. * The backwash filter system is ready for use. The procedures and log sheet will be posted in the room. * The Trail Emergency Instructions should be put with the day pass sheets. The policy needs to be visible – post in clubhouse and on the website. Tom requested to have his name removed from the rescue list. | Tom |
| **5.9 School Liaison**   * The school liaison will be responsible for preparing the trails club tracking sheets for each year. * The Ontario Canoe/Kayak Team will be at the club February 6, 7 and 8. They are a group of 50 people and will be using the outer trails. This need to be put on the calendar. * Gary has not been receiving payments from schools. Discussed actions to take. * Discussed home schools use of the club. Limits on the number of students to adults needs to be set for all school groups. The policy for next year will be 12 students: 1 adult. Any additional adults will need to purchase a day membership. This to be addressed at budget time. | Erin |
| **5.10 Newsletter/Socials**   * Saturday, January 24 will be the club’s 39th anniversary. Cake will be served. * Plans are being made for Saturday, February 14. A pancake brunch is planned. Members will be encouraged to dress up for Valentine’s Day. * A News Blast on the Special Olympics will be sent out the week before the event. Parking issues will be addressed. | Julie |
| 6.**0 NEW BUSINESS** |  |
| **6.1 Irons for Waxing**   * Members can get the irons from the shed. After use it must be put back when cool. |  |
| **6.2 New Meeting Dates**   * Discussed possible dates for meetings. Nothing confirmed. |  |
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| **7.0** **DATE, TIME, AND LOCATION OF NEXT MEETING**  Monday, February 9 at 1900 hours at the Gary’s house. |  |
| 8.**0 ADJOURNMENT**  Time: 2145 hours  **Moved by: Amy Bartlett Seconded by: Kelly O’Grady**  **MOTION PASSED** |  |