

## 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			124,760		123,257
Investments			94		1,325
Accounts receivable			187,379		169,113
<b>Property and Equipment</b>			76,427		84,919
		<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		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>\$</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 BUDGET	April 30,2017 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>
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**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>
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**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
	<u>\$ 21,898</u>	<u>\$ 21,167</u>

**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
	<u>34,300</u>	<u>36,331</u>

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**

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

**Excess of revenue over expenditures**

Use of :	12,177	18,321	(1,144)
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**Building Maintenance fund**  
Trail maintenance fund

	-	-	10,742
	9,234	-	10,000
	9,234	-	20,742
<b>EXCESS OF REVENUE OVER EXPENDITURES</b>	\$ 21,411	\$ 18,321	\$ 19,598