

ATTENDEES	Gary Jodouin, Rod Sinclair, Dave Weiskopf, Brent Holmes, Andrew Rees, Mark Thomas, Michelle Ross, Tom Cook, and Tanya McCubbin  Guest: Mike Ward (Left meeting at 7:35 p.m.)
ABSENT	Mike Johnson

START TIME: 7:12 PM

END TIME: 9:00 PM

DISCUSSION	<b>Additions to the Agenda</b>	
	<ul style="list-style-type: none"> <li>Jack Rabbit Program</li> </ul>	
DISCUSSION	<b>Declaration of Conflicts</b>	
	<ul style="list-style-type: none"> <li>No conflicts to declare at this time.</li> </ul>	
DISCUSSION	<b>Approval of Minutes</b>	
MOTIONS		
	<p><b>Dave Weiskopf - That the minutes of Board of Directors meeting on October 15, 2018 be adopted as presented.</b></p> <p><b>Seconded: Mark Thomas</b></p> <p><b>Carried</b></p>	
DISCUSSION	<b>Business Arising</b>	
	<ul style="list-style-type: none"> <li>Long Term Planning <ul style="list-style-type: none"> <li>On Zone 4 registration, individuals can express their interest.</li> </ul> </li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<b>Find nurse to conduct AED training for staff.</b>	<b>Gary</b>	
<b>Post a call for volunteers at the Ski Exchange and Open House.</b>		
DISCUSSION	<b>Races</b>	
	<ul style="list-style-type: none"> <li>Ontario Youth Championship <ul style="list-style-type: none"> <li>PharmaSave is the title sponsor.</li> <li>Rod presented the committee's sponsorship packages.</li> <li>The next committee meeting will be November 26.</li> <li>In the event budget, there was no allotment for equipment.</li> <li>Rod is working with local hotels to offer a ski package.</li> </ul> </li> <li>Other <ul style="list-style-type: none"> <li>The Blue Loppet is conflicting with the Masters event in Timmins. After discussion, we will change the date to March 2.</li> </ul> </li> </ul>	
DISCUSSION	<b>Trail Report</b>	
	<ul style="list-style-type: none"> <li>We have not received approval from Ontario Parks for bridge work. In the meantime, Andrew is preparing work permits for upcoming projects.</li> </ul>	

<ul style="list-style-type: none"> <li>• Pushing to evaluate the cross over trail (blue to red).</li> <li>• Andrew will research grant opportunities.</li> <li>• Some culverts need to be replaced.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Purchase culverts.	Gary	
MOTIONS		
<p>Gary Jodouin - To allocate \$4500 to purchase culverts.          Seconded: Dave Weiskopf          Carried</p>		
DISCUSSION	Snowshoe Trails Report	
<ul style="list-style-type: none"> <li>• Snowshoe bridge is repaired.</li> </ul>		
DISCUSSION	Newsletter	
<ul style="list-style-type: none"> <li>• The next newsletter is set for January.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Post a news blast about ski exchange and open house.		
DISCUSSION	Website	
<ul style="list-style-type: none"> <li>• Website changes have been made including the School Program page.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Update the Programs webpage.		
DISCUSSION	Adopt-A-Trail	
<ul style="list-style-type: none"> <li>• Five people have not communicated with Tom.</li> <li>• Twenty out of 27 have completed the work on their trail.</li> <li>• For trail maintenance, the equipment ran well. North Bay Parks and Recreation donated the use of some equipment.</li> <li>• It is recommended that the Red trail be broken into three sections.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Acquire two signs to acknowledge contributors.		
DISCUSSION	Social Media	
<ul style="list-style-type: none"> <li>• Actively promoting the ski exchange.</li> <li>• Corporate memberships program.</li> </ul>		
DISCUSSION	School Liaison	
<ul style="list-style-type: none"> <li>• Seven (possibly 8) schools will participate in the program.</li> </ul>		
DISCUSSION	Building and Property Report	
<ul style="list-style-type: none"> <li>• Club clean up occurred.</li> <li>• Ordered new doors. (Installation is being arranged by Kelly.)</li> <li>• Brent is recommending that we postpone installing new carpet. He will install transition</li> </ul>		

stripes.

- Fire extinguisher inspections are due in December.
- Fire wood has been replenished.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<b>Start to complete the form to renew restaurant license.</b>		
<b>Build and install storage cabinets in kitchen.</b>		<b>December 1</b>
<b>DISCUSSION</b>	<b>Membership Report</b>	
<ul style="list-style-type: none"> <li>• To date, we have 166 registered members with no corporate memberships.</li> <li>• The Board discussed options to offer reduced membership fees for low income families.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<b>Research other organizations' application/evaluation process for subsidizing membership/program fees.</b>		
<b>DISCUSSION</b>	<b>Finance Report</b>	
<ul style="list-style-type: none"> <li>• Credit card has been cancelled.</li> <li>• We are starting to receive membership revenue.</li> <li>• Payroll will start next month.</li> <li>• The Board agreed to enter a new 10 year contract for two directional signs on Highway 63 and Peninsula/Northshore Roads. The annually fee is \$400 for Highway 63 and \$120 for Peninsula/Northshore Roads (taxes extra).</li> <li>• The board has agreed to rent the clubhouse to Cross Country Ski Ontario for a training camp on December 7 to 9 for a rate of \$125.</li> </ul>		
<b>DISCUSSION</b>	<b>Social Director's Report</b>	
<ul style="list-style-type: none"> <li>• Otto will do the final day wrap up on March 10.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<b>Set date for board game night.</b>		
<b>DISCUSSION</b>	<b>Other Business</b>	
<ul style="list-style-type: none"> <li>• Mike Ward, Jack Rabbit Program Coordinator joined the Board to discuss the program recommendations. <ul style="list-style-type: none"> <li>○ The program is capped to 100 participants.</li> <li>○ It is Mike's goal to have 14 coaches and three helpers. He is recommending a pay increase for coaches/helpers.</li> <li>○ Mike is finding certification courses for leaders/coaches.</li> <li>○ For continuity, Mike has created a Gmail account and is using Google Drive for file storage.</li> <li>○ By changing Track Attack to Level 5, program revenue will decrease.</li> <li>○ With the proposed recommendations to the program, it will run at a loss. The Board will use the revenue generated from the ski exchange to cover the loss.</li> </ul> </li> </ul>		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Include a request for members to be helpers/leaders in the Jack Rabbit program in next newsletter.	Dave	
At the end of the season, input participant's level into Zone 4.		

**Next Meeting: December 17 at Tom's House**

**Dates to remember:**

December 9 - Early Bird Registration

December 28 - Jack Rabbit Registration Deadline

January 12 - Snowshoe/Hot Dog/Marshmallow  
Roast

January 19 - Chocolate Races/ Moonlight  
Ski/Snowshoe

February 9 - Potluck Dinner

February 16 - Moonlight Ski/Snowshoe

February 23 to 24 - Ontario Youth Championship

March 2 – Blue Loppet

March 10 – Wrap Up party (Hosted by Otto)

March 16 - Moonlight Ski/Snowshoe