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| 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

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

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

| ACTION ITEMS | | PERSON RESPONSIBLE | DEADLINE |
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| Start to complete the form to renew restaurant license. | | | |
| Build and install storage cabinets in kitchen. | | | December 1 |
| DISCUSSION | Membership Report | | |
| <ul style="list-style-type: none"> To date, we have 166 registered members with no corporate memberships. The Board discussed options to offer reduced membership fees for low income families. | | | |
| ACTION ITEMS | | PERSON RESPONSIBLE | DEADLINE |
| Research other organizations' application/evaluation process for subsidizing membership/program fees. | | | |
| DISCUSSION | Finance Report | | |
| <ul style="list-style-type: none"> Credit card has been cancelled. We are starting to receive membership revenue. Payroll will start next month. 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). 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. | | | |
| DISCUSSION | Social Director's Report | | |
| <ul style="list-style-type: none"> Otto will do the final day wrap up on March 10. | | | |
| ACTION ITEMS | | PERSON RESPONSIBLE | DEADLINE |
| Set date for board game night. | | | |
| DISCUSSION | Other Business | | |
| <ul style="list-style-type: none"> Mike Ward, Jack Rabbit Program Coordinator joined the Board to discuss the program recommendations. <ul style="list-style-type: none"> The program is capped to 100 participants. It is Mike's goal to have 14 coaches and three helpers. He is recommending a pay increase for coaches/helpers. Mike is finding certification courses for leaders/coaches. For continuity, Mike has created a Gmail account and is using Google Drive for file storage. By changing Track Attack to Level 5, program revenue will decrease. 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. | | | |
| 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