

ATTENDEES	Gary Jodouin, Tom Cook, Otto Bedard Mike McDough, Michelle Ross, Rod Sinclair, Mark Thomas, Jennifer Upton and Andrew Rees
ABSENT	Dave Ward

START TIME: 7:12 PM

END TIME: 9:00 PM

DISCUSSION	Additions to the Agenda
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- No additions to the agenda.

DISCUSSION	Declaration of Conflicts
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- No

DISCUSSION	Approval of Agenda/Minutes
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MOTIONS	
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Gary Jodouin - To approve the agenda as presented.

Seconded: Otto Bedard

Carried

Mark Thomas - That the minutes of Board of Directors meeting on October 21, 2019 be adopted as amended.

Seconded : Rod Sinclair

Carried

Amendment: Otto was in attendance.

DISCUSSION	Business Arising
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- Nipissing University/Nordic Equipment Return
 - Mark called Toivo about the Nordic equipment he has in is his possession, and left a message but no response.
 - Gary suspects that Nipissing University students are using club trails but may not have a membership. Going forward, any student needs to be a registered members or buy a day pass. On Wednesday evenings, participants need to hear the same message - you need to be member or pay the night rate.
- Open House
 - The date will be December 15, if there is snow.
 - We will sell the remainder of our old rental fleet.
 - Offer free skiing, members can pick up their buttons, and a demo day with Kevin.
- Parking Spot
 - As they is no value to the parking spot, we do not need a license if we hold a draw for the spot. Otto inquired about the process.
 - At the open house, for a \$5 donation, the individual will receive a t-shirt and a ballot to win the parking spot near the club house.

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Add old fleet sale to Kijij and next newsblast.		Michelle Ross	
DISCUSSION	Trails		
	<ul style="list-style-type: none"> Summer work is finished, but Andrew wants to re-visit the railing on the main bridge. One pending item is the trail light repair. Brushing is still occurring on the trails. Andrew is starting to think about future trail work especially the cut over from the blue to red trail. For this year, the Red bridge is fine with the temporary support and the Blue trail culvert is acceptable for this year. Mike Ward will need to contact Andrew and Tom to discuss creating some obstacles (using snow) for the Jackrabbit program. 		
DISCUSSION	Races		
	<ul style="list-style-type: none"> Andrew and Rod met last week to discuss the OCup and Masters races. The recommend entry fee is \$45 per race. Rod is suggesting a \$40 early bird then a \$50 entry fee. For the Masters race, Rod is suggesting a \$35 entry fee per race and a discount if the participant registers for three races. HST must be charged on entry fees. Rod has submitted a funding application to the City. Rod based his budget on the 2019 Ontario Youth Championship. Rod and Andrew need to review the technical packages in order to prepare the race announcements. There will need to food available for purchase at the events. 		
DISCUSSION	Adopt-a-trail		
	<ul style="list-style-type: none"> The work is going very well with a few trails still needing to be done. The equipment is running well. 		
DISCUSSION	Snowshoe Trails Report		
	<ul style="list-style-type: none"> On the snow shoe trails, all bridges are repaired. Trails need to be brushed out. 		
DISCUSSION	Newsletter		
	<ul style="list-style-type: none"> We need to let the membership know about the work that was completed over the past few months. Michelle will be adding our sponsors to our website to acknowledge the businesses who purchased a sign. 		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Submit newsletter article to Michelle		All	December 4
DISCUSSION	Programs		
	<ul style="list-style-type: none"> We need to advertise for Jackrabbit coordinators as Mike is searching for four coordinators. For the development team, there are 15 registered athletes. 		

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Determine if Mike Ward is a qualified coach.		Mark Thomas	
Obtain more details about Mike Ward's request for equipment.		Mark Thomas	
DISCUSSION	Building and Property		
<ul style="list-style-type: none"> Tracy will be going to the club to clean, and she will meet the new maintenance/cleaning staff. Firewood has been rearranged and is ready for the season. The construction of the awning is postponed to next year. 			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Arrange for chimney cleaning.		Dave Ward	
Advise David that we want to remove closet in kitchen.		Tom Cook	
Renew restaurant license.		Dave Ward	
DISCUSSION	Fundraising		
<ul style="list-style-type: none"> The sign sponsorship was a successful fundraiser. Gary is invoicing businesses and the grand total is \$7,695. Tom has started to put new signs on the trail. 			
DISCUSSION	Membership		
<ul style="list-style-type: none"> Today, we have 231 members with 30 new members, and the Jackrabbit program is 50% full. Zone 4 will accept Visa Debit. Mike has talked to other clubs about payment options for memberships and programs. Mike will have recommendations for next year. Through Zone 4 registration, volunteers are signing up to help at races. 			
DISCUSSION	Social		
<ul style="list-style-type: none"> Otto presented some ideas for social activities including: <ul style="list-style-type: none"> Women Only Activities Arrange a Canadore College sponsored activity. In the past, we offered a subsidized rate of \$10 for a day pass and rentals. Otto will need to coordinator with Tracy. 			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Talk to Rod about packages for event sponsor.		Otto Bedard	
Prepare listing of events for next meeting.		Otto Bedard	
Find food/alcohol vendor for family fun day.		Otto Bedard	
DISCUSSION	Finance		
<ul style="list-style-type: none"> The revenue from the ski exchange was \$3,700 including \$1,900 from the sale of our old rental fleet equipment. After the Open House, we will approach schools who may be interested in buying our old rental fleet. Expenses include the following: 			

- \$2,300 on summer trail maintenance including snow shoe trails
- \$1,600 on servicing brushers and chain saws
- \$800 for new chain saw
- \$2,500 for equipment rentals
- \$27,000 for new ski rental equipment
- In total, we spent \$16,000 on the main bridge and \$4,500 on yellow bridge. Andrew was able to be under budget because of volunteer help.
- Mike Ward will inventory the shipment and label the skis.
- The new racks for rentals are close to being finished.
- Mike Ward is requesting to run a PD Camp at the clubhouse on Friday, January 31. He will also like to run a camp at the clubhouse during March Break (March 16 to 20).

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Determine a fee for use of clubhouse.	Gary Jodouin	

DISCUSSION	Other Business
	<ul style="list-style-type: none"> ● Recently, Bob Horner passed away. He was a founding father of the club. Tom would like to buy a plaque to honor him. (The name plaque would go on the "skis" in the Memorial Building) <p><i>Rod Sinclair left at 8:50 pm.</i></p> <ul style="list-style-type: none"> ● We cannot set a club opening date as all work inside must be completed. ● The board has decided that we will not order any buffs.

MOTION
Gary Jodouin - To adjourn the meeting.

Next Meeting:

Monday, December 16, 2019 at 7 pm

Location: Tom's house