



Minutes of Strathcona Nordic Ski Club AGM meeting held on November 3, 2018 at Queneesh School, Courtenay

In Attendance: Board Members and Directors: Len Apedaile, Marilyn Atkinson, Heather Clarke, Patty Johnson, Lynn Swift, John Andres, Berend Henckel, Jeff Fretts.
Head Coach: Andrea Stapff.
Other club members for a total attendance of 59 people.

Meeting opened at 12:01 pm

Opening remarks: Berend made key highlights

- Warm welcome to lifelong and honorary member Len Apedaile.
- Operational gaming grant - successful and additional grants of \$25,000.
- Changed our financial year end which helped with cash flow, etc. Make it easier to keep everything balanced.
- New website
- New bylaws
- Continue to offer a great range of programs - great success on all levels. Kudos to our athletes at a provincial and national level. Great to have recreational programs and through our school programs.
- Thank you to all the volunteers and to Board members who took on extra projects as well as parents, waxing, chauffeurs, race volunteers.
- Special presentation to Patty Johnson for her dedication to the Board and to the Club. She will be missed.

Cheque Presentation: Rick Morson, CIBC Wood Gundy

- Our school ski program's main sponsor.
- Grade 4, 5, 6 get exposed to skiing.
- Estimated contribution to date is \$50,000.
- 15,000 kids are being exposed to cross country skiing.
- Approximately 500 kids are fully sponsored.
- Grateful to have Mount Washington provides the trail tickets and free rentals.

Cheque presentation from Rick in the amount of \$2,700 to the CIBC Learn to Ski and Adaptive Ski Program as well.

Adoption of Agenda and Rules of Order

Sarah Sutmoller moved the agenda as accepted. Stewart Lamon seconded, all in favour.

Review and Acceptance of 2017 AGM Minutes.

- 2017 AGM minutes, current financial statements, working budget, board position descriptions were posted and circulated.
- Berend Henckel accepted the AGM 2017 minutes as presented. Sarah Sutmoller seconded, all in favour



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Reports

Financial Report – Patty Johnson, Treasurer:

- Financial statements including 2017-2018 income statement, balance sheet and budget were posted on the wall for review. Our year-end is now September 30th. Our total revenue for 2017-2018 was \$254 575.81 Our total expenses were \$246 792.26 for a net profit of \$7 783.55 at our fiscal year-end. We did not get our community gaming grant last year, however we were fortunate to receive a capital gaming grant worth a total of \$25 000 to offset the purchase of the club van. Because of this extra money we show a net profit for last year, but without it we would have had a deficit.
- The good news is that we know already that we have a community gaming grant worth \$27,500 for the next fiscal year 2018-2019, and we are able to present a balanced budget for next year.
- Dave Battison Athlete Enhancement Fund balance: \$17,563.39. Last year we spent \$3533.51 more than we generated.
- I am resigning as Treasurer at this AGM. We are fortunate that Crystal Gaudry has stepped forward to be the next Treasurer.

Motions to adopt financial statements: Ros Smith moved to accept, Brenda Blakely – seconded motions, approved, carried. Motion to accept the financial statement. Ros Smith moved to accept. Seconded by Barb Matson, approved and carried.

Special Resolution: “Transition to the new Societies Act”

Two Special Resolutions were required to make a transition to the new Societies’ Act. The two Special Resolutions were:

SPECIAL RESOLUTION 1 – MOVING AN UNALTERABLE ARTICLE FROM THE CONSTITUTION (REGISTERED WITH BC REGISTRIES)

A Special Resolution of the members to move the unalterable articles from the Constitution to the Bylaws, under the provisions of the *Societies Act*, authorizing the directors to file a transition application to move the unalterable articles from the Constitution to the Bylaws.

WHEREAS:

- A. The Society was incorporated under the British Columbia *Society Act* on September 26, 1999.
- B. It is considered to be in the best interests of the Society that it transitions to current requirements of the British Columbia *Societies Act* (the “New Act”) pursuant to section 240 of the New Act; and
- C. In accordance with the new Societies Act, that the unalterable Articles must be transitioned into the Bylaws.



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BE IT RESOLVED THAT Article 3 of the Constitution:

Should the Society accumulate any profits they shall not go to the members but shall be distributed in the same manner as the assets would be distributed upon a winding up or dissolution as hereinafter provided:

Upon winding up or a dissolution of the Society any funds of the Society that remain after settlement of its debts and liabilities shall be given or transferred to an organization(s) with purposes similar to the Society as may be determined by the members of the Society at the time of winding up or dissolution and if and so far as effect cannot be given to the foregoing provisions then such fund shall be given or transferred to some other organization provided that each organization referred to in this paragraph shall be a charitable organization, or a charitable trust, recognized by Revenue Canada as being qualified as such under the provisions of the Income Tax Act (Canada) from time to time in effect. This clause shall be unalterable.

Be transitioned from the constitution and added to the Bylaws as "Formerly Unalterable Provisions", Bylaw 9.1.

A motion was made by Christian Stapff to accept the Special Resolution to move the unalterable articles from the Constitution to the Bylaws, under the provisions of the *Societies Act*, authorizing the directors to file a transition application. Seconded by Sarah Suttmoller, moved and carried.

SPECIAL RESOLUTION 2 – TO AMEND THE BYLAWS (REGISTERED WITH BC REGISTRIES)

A Special Resolution of the members transitioning the Society under the provisions of the *Societies Act*, authorizing the directors to file a transition application, and amending the Bylaws of the Society.

WHEREAS:

- A. The Society was incorporated under the British Columbia *Society Act* on September 26, 1999;
- B. It is considered to be in the best interests of the Society that it transitions to the current requirements of the British Columbia *Societies Act* (the "New Act") pursuant to section 240 of the New Act;
- C. It is considered to be in the best interests of the Society that it amend its Bylaws to accord with the New Act.

BE IT RESOLVED AS A SPECIAL RESOLUTION THAT:

1. The directors of the Society are authorized and directed to file a



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transition application under section 240 of the New Act (the "Transition Application");

2. The existing Bylaws of the Society, as filed with the Registrar of Companies, be cancelled, and the form of Bylaws presented to the members at the general meeting on November 3, 2018, be adopted as the Bylaws of the Society in substitution for, and to the exclusion of, the existing Bylaws of the Society, to be effective as of the date of filing the Transition Application with the Registrar of Companies;
3. The proposed Bylaws were provided to the members 28 days in advance of the meeting of November 3, 2018, for the purposes of reviewing and comparing the proposed new Bylaws to the previous Bylaws

Any one of the officers and directors of the Society is authorized to take all such actions and execute and deliver all such documentation, including the Transition Application, which are necessary or desirable for the implementation of this resolution.

A motion by Marilyn Atkinson was made to accept A Special Resolution of the members transitioning the Society under the provisions of the *Societies Act*, authorizing the directors to file a transition application, and amending the Bylaws of the Society. Seconded by Rick Morson, moved and carried.

Fund Development Report – Heather Clarke

BC Community Gaming Grant and Capital Grant:

- Significant work was done in this area this past year to address issues that had arisen with BC. Gaming changing some of its procedures and tightening up others so we had to retroactively address the issues. However, despite this work we were still unsuccessful in May 31 2017 application. Big thanks to Patty Johnson's and our bookkeeper Rosie's work in moving SNSC's fiscal year to end Sept. 30 rather than May 31st. This assisted us in our Community Gaming Grant application as the timing of our year end no longer coincided with the intake deadline for that major grant thus enabling complete financial statements rather than just preliminary.
- Continuing work this past winter by a team of people enabled a successful application in the spring of 2018 (applicable to this new fiscal 2018-19).
- BC Gaming - Capital Grant: As a result of the work done for the BC Gaming Community Gaming Grant (and the sponsorship secured by Berend - announced last year but itemised below) we were able to apply for Capital Grant in September 2017. This required matching funds making up to 50% of the cost of the van project supported by the grant. We were informed March 2018 of our success with application for a total of \$25,000.

Truck and Van Sponsorship:

- Truck: Westview Ford gave us a reduced rate on our lease this past year. Their support over the years has been much appreciated. At the end of the calendar year



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our lease will be up for renewal and we will be looking to secure support for the upcoming period.

- Van: We continue to benefit from Berend Henckel's initiative in March 2017 in securing a team van and sponsors who have committed annually for a period of 5 years (totaling \$52,500 over the period) specifically:
- Gold: Dr. Andreas Conradi,
- Silver: Dr. Teri Norfolk,
- Bronze: Shoreline Orthodontics, Current Environmental/Rupert Wong, Investors Group: Chris Nagle, Strathcona Park Lodge: Christine Clarke & Jamie Boulding, Associated Tire.

Thanks to each of these sponsors - many of them club members, for their ongoing support.

CIBC Wood Gundy Ski School: We continue to appreciate Rick Morson's personal contribution and his leverage of corporate support for this program this year (since its inception in which he played a large part). The amount he and CIBC Wood Gundy has contributed has been in the \$2500 to \$3000 per annum which has gone to subsidies to allow low-income children to participate.

Race Team Initiatives: Thanks for the junior and Devo athletes, their parents and their coaches and their individual supporters, donors and sponsors for their commitment to various fundraisers. Some examples: on the corporate level, Thrifty's Smile Card (which all club members contribute to when they shop at Thrifty's and use their card) and the Butcher Block meat purchase fundraiser, selling of Hot Chocolate chocolates.

Club Partners and Races: As always, we are indebted to Mount Washington, Raven Retail and Ski Tak Hut for their support of our club through race team and member discounts, prizes for events and the extra work on race days. We will miss Marc Lyster's commitment and expertise.

CCBC and CCC: Again, our appreciation to our PSO and NSO for their support. This past year included our being able to use prizes from winning the membership for our division in BC from the previous year as prizes or a raffle as well as a fundraising drive.

Communication Report – Lynn Swift

- The biggest accomplishment for the year is the new website. We paid a web developer, Arran Arthur, to work with us on this task. And it took many people to review the content from the old website over the summer. Our goals were to update the material, make it more concise, to attract new members and to make it easier to maneuver around and find the information you needed. We are still working on it but are about 90% finished and if you have any feedback, let Lynn know.
- We continue to work on keeping you up to date and highlighting club activities on Facebook and Instagram and in the newsletter and in the local newspapers. Thanks to Grant Hyne, who is going to take over the newsletter this year. And to Barb Matson who wrote many of the articles for the local newspaper about the race weekends. Please check us out on Social Media. I am looking for some Social Media



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Butterflies in the different areas of the club, rabbits, devo's master's rec and race, officials, and juniors, who would like to help post some activities on our Social Media sites throughout the season and year. Let Lynn Swift know if you are interested!

Recreational and School Program – Lynn Swift

- We have two recreational school programs for youth, Learn to Ski and SNAP, our adventure program that combines several winter activities such as biathlon, snowshoeing and even orienteering. Learn to Ski ran on both days of the weekend. SNAP has been available on one weekend day and last year it did not run due to low numbers of participants. We are looking for coaches for these two programs.
- The School program had another successful year under the excellent leadership of Ang Nadler, our school program coordinator. The program was fully booked with about 1200 students participating in our school program. Our goal with the instructors over the last few years has been to hire 4 full time instructors for the season. We had one or two full-time instructors last year and several instructors who wanted to work 1 or 2 days per week.
- Thanks to the hard work of our instructors and coordinators, the program got some excellent feedback from students, teachers and parents. Also thank you to the continued support of Rick Morson from CIBC Wood Gundy who provides subsidy money for students who otherwise would not be able to afford to come up to ski in the program.
- There is an increased need for subsidy money and we are going to be reaching out the Courtenay and Campbell River districts for sponsorship in this area. This year the school program coordinator position will be shared by Ang Nadler and Kenna Winterburn. We are excited about the program under the capable and enthusiastic hands of these two.

Coach Development – Marilyn Atkinson

- A big THANK you to all of the club coaches who volunteer in our club programs. As has been said our Club only works on the volunteer commitment of many people.
- The Recreational Programs: Rabbits program, SNAP Adventure Program, youth Learn to Ski, Masters Recreational program, and the CIBC Wood Gundy School program.
- In the Race Team programs - Devo, Junior Race Team and Masters Race Team
- Last year 49 coaches volunteered in all of these programs.
- To support Coaches training we run NCCP Coaching Courses every year.
- Last year we ran an ICC and a CC course. This year the ICC has rolled out as an online course, and we are running a CC course on December 8+9, and a Learning to Train course is in progress with the Dryland portion already completed for 6 coaches.
- Please contact me if you want to participate in the Coach training courses. You can find me on the club website, or sign up on your Club registration and I will send you information.
- We also keep a database to keep all Coaches Criminal Record Check current, and Cross Country Canada licenses.



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Membership – Jeff Frett

- Jeff is transitioning into the role of Membership.
- Pleased with the membership numbers to date.
- Unique relationship where members buy trail membership passes through Mount Washington directly rather than through a more traditional model of the club.

Rabbit Coordinator report – Jennifer Winter

- Last season the SDP program, including Bunny Rabbits, Jack Rabbits, and Youth Learn to Ski had a total of 88 participants.
- The programs had a total of 14 coaches across the Saturday and Sunday sessions.
- As of the date of the AGM there were 26 kids registered in the Rabbit programs. This is in line with the year to date registration from the 2017/18 season. The bulk of the registration takes place between late November and mid late December.
- The club needs to focus on recruiting more participants into the Rabbit programs in order to grow the club as a whole as well as funnel athletes into the Devo and Junior programs.
- In order to support this growth the club will also need to attract and train more coaches.
- In addition to coaches, we are also looking for volunteers for a variety of roles to support the SDP program. Details have been added to the re-launched website.

Director of fun - John Andres

- Looking to increase non-competitive events with membership in the upcoming year.

Head coach – Andrea Stapff

Great things about our club:

- Talented and dedicated Board of Directors and volunteer group.
- Talented and dedicated group of coaches, support staff and athletes.
- Community of avid outdoor enthusiasts, individuals and families, who love skiing.

2017/2018 in review:

- Excellent snow conditions!
- Continued capacity building across programs – recreational and competitive.
- Continued development in coaching – more certified L2T coaches, more trained T2T coaches, better coaching, better skiing, improved skill development, but need to continue to focus on coach recruitment and development
- Participation in events across all levels, on/off island – Bunny Rabbits to Masters
- Excellent results to date at the Junior level – provincially and nationally.
 - Ski Nationals – Thunder Bay, ON – one medal (Gabe Gledhill, bronze), 15 top 12 finishes from 5 racers
 - Recognized nationally – 2nd, Progression in Athlete Performance
 - Biathlon Nationals – Charlo, NB – one medal (Joe Winkelaar, bronze)
 - 1 athlete named to Jr National team (Tallon Noble), 8 athletes named to Provincial teams



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2018/2019 preview/review to date:

- Athletes in various training groups remaining stable
- Improved integration of biathlon athletes
- Continue to provide several excellent camp experiences for our Devo and Junior athletes during the dryland season – Hornby Island, Kaslo, Haig Glacier
- Continue to host regional camps – May, September, December
- Look forward to continued support from MWAR for early season grooming for race teams

Thank you for another excellent year - sponsors, board of directors, club members, coaching colleagues, parents, volunteers, and especially athletes.

Nominated for election or re-election:

- President – Berend Henckel
- Past-President – Len Apedaile
- Treasurer – Crystal Gaudry
- Secretary – Wendy Johnstone
- Director of Communications – Lynn Swift
- Director of Membership – Jeff Fretts
- Director Sponsorship and Fundraising – Heather Clarke
- Chair Skill Development Program (Rabbits) – Jennifer Winter
- Chair Recreational Skier Development Program – Lynn Swift
- Chair Athlete Development Program – no nominations
- Chair Coach Development Program – Marilyn Atkinson
- Chair Officials Development Program and Competitions – no nominations
- Chair Club Events and promotions – John Andres

New nominations accepted. All Officers and Directors acclaimed. New board welcomed.

New Business:

- **Date of 2018 AGM – Saturday November 7th, 2019**

Meeting adjourned 1:03 pm

Minutes submitted by Wendy Johnstone, Secretary