



SNSC Board Meeting

Strathcona Nordic Ski Club Board of Directors Meeting

September 20, 2023

7:00 pm – Zoom

Call to order: 7:07

Present: Michaela, Shane, Wendy, Graeme, Heather, Michelle, Paul, John, Jeff

Staff Present: Michelle

Regrets: Chris, Carolyn

1. Administration

- a. Adoption of agenda – Accepted
- b. Adoption of minutes from August 2023, meeting. – Accepted as circulated.

2. Staff Reports

- a. Head Coach Report – n/a
- b. Club Coordinator Report –
 - Welcome back to Michelle. She's really supporting the club and stepping up and doing some positive productive work. Michelle has been back since Aug 28.
 - Doing website updates. Heather made summary document on website changes/updates needed and Michelle has been making those changes.
 - Planning officials course. 10 people confirmed
 - Planning a club social on Nov 26 at Native Sons Hall. Did a day at Miracle beach last year. Purpose is now to celebrate volunteers. It will be a welcome to a new season. Use funding from Rally Together for that event.
 - Sent out first newsletter.
 - Finding lots of information on BC Winter games.
 - All other details in report.

3. Directors Reports

- a. President's Report
 - As circulated.
 - One issue is that volunteers are not stepping up, but at the same time, making



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discretionary decisions without checking in with the Board. Coaches are going too far without Board oversight or approval. Board agreed this is problematic. Need to be explicit with the coaches. Need to have engagement with coaches to volunteer. Suggest that one to two people are the point person for the coaches. Suggest that Chris and someone else can be those people. Graeme offered to be her support.

Action: Graeme and Chris will be contact persons for coaches to maintain contact, connection with the Board, and Board oversight for time being.

- Received a complaint; family wants to remain anonymous. Hadn't circulated to keep it as confidential as possible. Complaint came from athlete. We asked athlete what outcome looking for; they want us to know and coaches to know what's required of appropriate conduct. Consider a reminder. Board to consider looking into this; a complaint resolution process so that we can follow some form a script when dealing with this. Wendy will go back to Gillian to see if we can pursue this further. There is some concern around the dispute between the two coaches. Board will relook at the issue once we hear back from the family to determine what our objectives are in looking into this issue. Board doesn't want to isolate or eliminate complaints that come up.
- **Action:** Coaching subcommittee will pursue and propose process.

b. Treasurer's Report

- We are sitting at \$13,361 surplus. Add about \$10000 in unpaid accounts and that's \$23000. Minus school subsidies (\$6000) and vests (\$2000) leaves about \$15000.
- I have sent out account invoices this week requesting accounts be paid up before end of fiscal year.
- Credit card has been picked up and is in the hands of the club coordinator.
- Club coordinator also now has quick book access making it easier to double check/support Treasurer
- Taken the School programs budget out. Vests taken out.
- Need to consider money sitting in place before submitting for any grants.
- Michelle has club credit card. Will need plan for people picking it up.
- Carolyn will be stepping down as treasurer. Have a new treasurer, Colleen English. Master's racer with daughter in Devos..
- Colleen will be elected into the role, and Carolyn will stay in the background to support.

c. Communications Report

d. Fundraising Report

e. Coaching Report

f. Skill Development Program Report

- We need more coaches.
- 11 confirmed – about the same as last year at this time.
- Other report submitted with no questions or follow up required.



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g. School Program Report

- New program coordinator proposed. Jamie worked with Sarah at MW. Paul interviewed her. She's informed about what the job entails.
- Jamie has agreed to work as on-snow coordinator. They will work well together.
- We'll need to get contract, membership into the club, and CRC.
- \$5000 is all inclusive of deductions. Gave a cap on hours and cap on amount. \$5000 is what they are taking home, but we are paying more than that. Hourly will equal approx. \$5000 and we remit to employee based on hourly.
- Vests – ordered 20 vests for coaches to use on snow with athletes. Cost will be about 2000. Will be stored in Raven. Additional order of 18 vests by coaches who want vests of their own.
- Collaboration with MW – good to have coach/instructor sharing with MW. Consider what MW may request for equalization of pay structures. Concern about reduction in pay. Will take no action at this time.
- **Action:** Wendy and Paul to organize contract and intake paperwork for Sarah.

h. Membership Report

On track to open up membership registration on October 1, 2023.

4. Business Arising from the Minutes

a. Paul/Chris - Coaches vests

See above – no further discussion.

b. Jeff/All - Sale of the truck\purchase of truck

- Paul/Jim have given their recommendation, which was circulated to the Board.
- Discussed considerations. Athlete consideration v wax and ski equipment getting to the races. Size is a factor and bigger is better based on the feedback and the use of the vehicle.
- What is the main reason for having a truck? Transporting athletes, transporting gear, perk for coach. All agree priority is getting equipment/skis to the races, equipment second. Is it our priority to transport athletes, probably not but might work out and would be a bonus.
- All appreciate time and effort that Jeff has put into this.
- Decision – all have enough information to vote tonight.
- Motion to purchase f-150 circulated for \$57, trading in the vehicle. Motion by Wendy. Seconded by Carolyn. All in favour and no one opposed. Graeme abstained due to poor cell service.
- **Action:** Jeff to coordinate trade in and purchase of new truck.



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- c. Len – Trail maintenance days
- d. Graeme/All – Club priorities from survey (see enclosure)
 - Tabled until October.
- e. Carolyn/Wendy – Relationship with VIMSS and payment due
 - Still trying to coordinate when we need to pay.
 - Not able to use VIMSS for officials course. All other dates will work.
 - Equipment in VIMSS, need to remove somehow and at some point.
 - Action: Wendy will continue to speak with VIMSS about equipment and use.
- f. Jeff – Truck purchase/sale

No further discussion needed.

- g. All – program fees (see enclosure)
 - Graeme had consideration with respect to masters race. Consensus that value in program fee isn't the same. There is a training plan for masters. Consensus that \$350 is too much. Suggestion of \$100/yr per person. Andrea was a significant draw for Master's race and actively involved. Masters originally wanted cooperative model.
 - This would mean an ~\$10,000 loss. If ½ masters don't come, less than that.
 - Considered about trickle through to other programs. Juniors say Master's are paying x amount less. Not fair.
 - Coach coverage for other programs is still okay. Master's race isn't, so consider reducing.
 - Not worth eliminating program, have some continuity so we have a program when it begins. Probably a way back if we get a coach or a masters coach.
 - We recognize we are not providing any structure to this program. Need to be clear about this. To be called the "Master's Race Co-op"
 - Will be a change in revenue. Acknowledge that.
 - Motion to reduce Master's race fees to \$100/person and change of name to "Master's Race Co-op". Wendy make motion. Second by Shane. Carolyn opposed. All else in favour.

Program fees generally

- Consider reduction in all program fees.
- New meeting scheduled to review.

5. New Business

- a) Shane (Coaching Committee) – Code of Conduct (enclosure).



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- b) Heather – volunteer policy
- c) Graeme – Vehicle Safety Plan: implement or shelf for this year?
- d) Shane – AGM date

Next meeting – same time. Wednesday next week.

Adjourn 9:43. Made by Shane. Seconded by Carolyn.