

CNSC Annual General Meeting 2019

Draft Minutes

Date: Thursday, October 24, 2019

Time: 6:30 PM

Location: Caledonia Nordic Ski Club, Upper Lodge, Prince George, BC

In Attendance:

Executive: John Huybers President, Lance MacDonald, Vice President, Aaron Sinclair, Treasurer, Kevin Pettersen, Past President

Directors: Jim Burbee, Cory Williamson, Tuppy Hoehn, Kevin Pettersen, Andrew Watkinson

Staff: Angela LeFebvre, Mike Palangio, Steve Cutts

1667 Club Members (including board members present). Sign in list attached.

1. Call Annual General Meeting to order 6.32 pm: John Huybers. Motion to start meeting: John Huybers. Seconded: Lance MacDonald. Carried.
2. Minutes of the 2018 Annual General Meeting. Moved that the Minutes of the 2018 AGM be approved as printed: John Huybers. Seconded: Andrew Watkinson. Carried.

Presentations: The following presentations were reported out at the AGM. The reports were made available at the AGM by video display and print and can be found on the CNSC AGM folder on Google Drive.

3. Summary of CNSC activities for 2018/19: John Huybers – President

Key Points:

- New General Manager, Angela LeFebvre, hired to replace John Bowes who took a teaching position with SD57
- GM will work to “bring back the club atmosphere” identified in membership survey
- Final lease payment on Pisten Bully has been made
- Successfully hosted the World Para-Nordics Ski Championships
- Great ski season with good conditions, grooming and membership numbers

Goals:

- Continue to develop snowmaking
- Continued support of programs with new hire of Biathlon Head Coach
- Strategic plan to have a quiet competition year in 2019/20 as the Director of Competitions and support transition with Jim Burbee retiring as Director of Competitions
- Continued development of the Outreach program to Tier 3 schools

4. Reports (Key notes from written submissions)

Report by General Manager, Angela LeFebvre

- Expressed CNSC has a committed and involved Board of Directors which provides much support to CNSC
- Continues to look to develop the club into a year-round recreational facility with focus on the shoulder season and summer. Introduced backcountry workshops and kids' nature camp for members and to reach new demographics. Bike camps continue to be a success. Weekend café continued in the winter and will be brought back this coming year. Staff were on the trails to meet members. Continue to search ways to engage college and university students.
- The Outreach Program was successful and well received by the community, SD57, and students. The Outreach Program will continue to go into Tier 3 schools this year.
- Staff are being developed through experience and courses. A biathlon head coach position was reintroduced. Mountain bike head coach saw growth and development in role and responsibilities.
- Ongoing engagement with members and community partners. Continued efforts to improve communication with members. Survey found overall satisfaction with the club was good with request to continue to improve customer experience. Relationships deepened with partners who align with our vision and goal for a healthy lifestyle.

Report by Past President, Kevin Pettersen

- Snow system has provided our ability to host events and provide members with an earlier season. Will continue to grow the system for both recreational skiers and competitions.
- The World Para Nordic Ski Championship provided accessibility improvements to the facility. We can welcome more people to our facility from parents with small children to persons with physical impairments.
- Caledonia Nordic Ski Club reached homes all over the world through coverage of the World Para Nordic Ski Championships that resulted in CNSC being recognized as a world class facility.
- The championships resulted in legacy funds of which 100% stays in the community.

Report by Competitions Director, Jim Burbee

- Last year CNSC saw the high calibre competition, the World Para Nordic Championships. This year will be a transitional year as Jim steps down as Director of Competitions.
- CNSC benefited from a new live timing system, a sonar biathlon system for visually impaired athletes, and a state of the art camera system for the shooting range to accurately monitor activities.
- The succession plan involves the need for level 3 officials that are required for national/international competitions; there are four working towards their certification.

Report by Program Directors, Tuppy Hoehn and Cory Williamson

- Have worked towards building a positive team and improve social culture

- Programs is limited by number of certified coaches
- New initiatives to fundraise are being done

Report by Director of Facilities, Andrew Watkinson

- Water lines fortunately froze after the WPNSC. A new pump was installed and lines were insulated.
- Line upgrades to the network were made.
- Bollards in the parking lot were installed, the wax room will see improvements with a drop ceiling and benches, fence was installed by the shop to create better security and aesthetics, and a new storage container was installed by the biathlon range; all of this made possible with an NDIT grant.

Report by Director of Trails, Ed Day, presented by John Huybers

- 107 days of grooming
- Trail improvements were made

Report of Douglas-fir Bark Beetle by Jeff Burrows, presented by John Huybers

- Continued use of funnels with pheromones installed

Report by Director of Finance and Treasurer, Aaron Sinclair

- Included separated statements for club activities and WPNSC activities
- Cash flow positive for the club and for the WPNSC.
- Money from WPNSC surplus reserved and targeted for continuation of snow making system
- Coming year is forecasted revenue increase
- GM charged with finding cost savings and/or finding additional revenue

5. Annual Financial Statements: Motion to accept financials produced by PWC: Aaron Sinclair.
Seconded: Jim Burbee. Carried.

6. Business from floor

Q. Robin Draper inquired about the snowmaking vision.

A. Kevin Pettersen stated vision is to run 5km line for free technique and line to gravel pit to connect WPNSC ski trail. From a hosting point of view, the free technique used by both cross country, biathlon, and recreational skiers.

Q. Robin Draper brought forward a previous trail meeting. A recommendation was made for Larch loop to be widened and made into a 2-way trail.

A. Mike Palangio stated Larch Loop trail was widened to allow two way track setting for the upcoming season. Mike stated has goal is to create a trails committee to gain input from all users to represent a cross section of the club to look at recommendations brought forward.

A. John Huybers stated will bring to the next board meeting.

7. Election of Executive Committee

- Kevin introduced the nominees for the Executive Committee positions and asked three times for nominations from the floor.
 - Robin Draper nominated Tony Fiala for Vice President. Request for further nominations. No further nominations for Executive Committee. Tony Fiala accepted nomination.
 - President: Lance MacDonald
 - Vice President: Tony Fiala
 - Past President: John Huybers
 - Treasurer: Aaron Sinclair
 - Secretary: Vacant
- Moved to elect the nominees listed to the 2019/20 Board. Carried.

8. Election of Directors

- Kevin explained the role of the directors and read out the list of nominees. Kevin asked three times for nominations from the floor. No other nominations from the floor.
 - Director: Kevin Pettersen
 - Director: Tuppy Hoehn
 - Director: Cory Williamson
 - Director: Andrew Watkinson
 - Director: Ian Lindsay
 - Director: Tanya Spooner
 - Director:
 - Director:
- Motion to elect the nominees as listed to the 2019/20 Board of Directors. Carried.

9. Adjournment

- Motion to Adjourn: John Huybers. Seconded: Jim Burbee. Carried.
- Meeting Adjourned at 7:37 PM

Upon adjournment of the AGM an open house took place.