WNSC Draft Board Meeting Minutes

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| Date | March 17, 2021 @ 7pm |
| Location | [https://us02web.zoom.us/j/84037737752?pwd=WEhYbGRFMk5USzJWWTI3d0FBZzVsdz09](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fus02web.zoom.us%2Fj%2F84037737752%3Fpwd%3DWEhYbGRFMk5USzJWWTI3d0FBZzVsdz09&data=04%7C01%7CJasmin.Greavett%40gov.ab.ca%7C87dfe96fc23e49ce20c208d8e7ca04ad%7C2bb51c06af9b42c58bf53c3b7b10850b%7C0%7C0%7C637514202134216276%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=GX7cLbn3Y1p7y4mnsYlvxQ6zidj56UReofcksuS3jSk%3D&reserved=0) |
| Regrets | Liz, Grant, Cori, Matt |
| Attendance | Michael, Lori, Cori, Matt, Randy, Theresa, Amber, Daniel, Christine, Jasmin |

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| **MEETING OPENING** | |
| **Agenda item: Welcome** | **Presented by: Michael** |
| Michael called the meeting to order on zoom at 7:05 pm. | |

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| **Agenda item: Approval of Agenda** | | | **Presented by: Michael** | | |
| Michael presented the agenda for approval   * Addition of 3.2 Call Out for Try-It Day Participation * 4.6 Loppet Overview * 4.7 Mountain Biking Program | | | Approved by consent as amended | | |
| **Agenda item: Approval of Minutes** | | | **Presented by: Christine** | | |
| Michael presented the February minutes for approval. | | | | | |
| **MOTION** by Dan | To approve as presented. | | | **Seconded by Amber. Passed.** | |
| **Agenda Item: Old Business**  **Secure the Land** | |  | | **Presented By: Michael** | |
| Conference call that Matt Christine & Michael had with Stacey - regarding Church of Christ access concerns. Stacey reiterated that, from her perspective there is real value in combining everything into one recreational lease. WNSC will need to do a survey regardless of different approaches taken. Doesn’t make a lot of difference in terms of security of the land but a rec lease provides more flexibility to create plans for improvements, etc. Combined rec lease & management plan for the whole land base gives the WNSC more flexibility. Still looking at the option of recreation & tourism lease which would give WNSC more time before renewal is required.  Jeff Atchinson with Forestry – can help to inform how to handle deadfall & downfall hazards etc., on the lease. | | | | | |
| **Agenda Item: Old Business**  **Church Camp** | |  | | **Presented By: Matt** | |
| Have signed an agreement with the Church of Christ for current access. Matt worked with the Church to update existing document. Was signed in Feb 2021. New terms good for 2 years.  Stacey hopes to convene meeting with Church reps & WNSC reps to ensure we have shared understanding of relationship. | | | | | |
| **Agenda Item: Old Business Presented By: Michael**  **HYW 40 Update**  AB Transportation concurred that WNSC should not have to incur costs as a result of HYW 40 changes; however, WNSC still has some land removal questions and associated costs. Michael will follow up with Ryan, Regional Coordinator for AB Transportation, in the next few weeks if necessary.  No further communication from the County as of yet to replace the bridge. | | | | | |
| **NEW BUSINESS: GOVERNANCE** | | | | | |
| **Agenda Item: Spring AGM** | | | | | **Presented by: Christine** |

Spring meeting – will be held virtually due to COVID restrictions, Monday, April 26th @ 7pm.

Vacancies: Dan will be stepping out of the coordinator role for the Jackrabbits Program and moving into a support role for the next year. He will chat with existing leaders to see if any are interested in moving into the coordinator role.

Board members are encouraged to put out feelers to recruit new board members. Needing to fill the Facilities & Maintenance Coordinator Board Role. Christine will draft a description for the facilities position

Executive will put together the Agenda and ensure its communicated publicly by April 12th.

Additional roles to support the work of the club (non-board) could include Volunteer Coordinator; Fundraising Coordinator;

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| **NEW BUSINESS - OPERATIONS** | | | | | | | | |
| **Agenda Item: Arctic Winter Games** | | | | | | **Presented by: Michael** | | |
| Funding that WNSC applied for as part of the development for the arctic winter games was approved. Biathlon has $5500 to put toward developing athletes, in Alberta North, for the upcoming (2023) winter games. | | | | | | | | |
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| **Agenda Item: Call Out for Try-It-Day Participation** | | | | | | | **Presented by: Christine** | |
| Sport Connection seeking sport orgs to participate; April 10th or June 12th. Deadline to respond March 25th. Sport Connection handles all the registration, we would just need to have people on site to organize the activity in 1 hr timeslots (min 1 hr).  June 12th may be an option but Lori will look at Program Instructors availability before responding. | | | | | | | | |
| **SUB-COMMITTEES** | | | | | | | | |
| **Agenda Item: COVID Recommendation** | | | | | | | | **Presented by: Christine** |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Bylaws** | | | | | **Presented by: Lori** | | | |
| Nothing to report | | | | | | | | |
| **Agenda Item: Program Fees** | |  | | | | | | **Presented by: Lori** |
| Discussion to increase program fees from:  Individual day pass $6  Individual summer $45  Family summer $110 | | | | | | | | |
| **WNSC Fundraising Presented by: Randy** | | | | | | | | |
| Liz has been working on a spreadsheet of funding opportunities and club requests. Next step is to prioritize WNSC needs to best align with and support its strategic goals, as well as build awareness of various grant deadlines within the board.  Motion by Lori to purchase 6 spin bikes Seconded by Jasmin Passed.  @ ~$1400/bike to support cross-training  for athletes and spring training for bike team  Lori has found a grant for $2500 geared at developing female leaders in outdoor sport. Open to suggestions on how WNSC could apply.  Christine has submitted the grant to the County. | | | | | | | | |
| **Trails Volunteer Recruitment** | | | | | | | | |
| Nothing to report. | | | | | | | | |
| **Loppet Overview Presented by Lori** | | | | | | | | |
| Good turnout. Positive feedback. Sponsor has stepped up for next year. Jasmin will research timing technology and prices. | | | | | | | | |
| **Mountain Biking Presented by Lori** | | | | | | | | |
| Canmore race planned for June. Biking team is planning to attend.  3 programs: youth, competitive & ladies planned for the summer season. | | | | | | | | |
| **DIRECTOR & COORDINATOR REPORTS** | | | | | | | | |
| **Agenda Item: Treasurer** | | | | **Presented by: Lori** | | | | |
| Lori has prepared internal audit papers and sent to Dan & Joanne in preparation of the spring AGM. Reminded the board that they are welcome to view the financials and supporting materials at any time. | | | | | | | | |
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| **Agenda Item: Trails** | | | | **Presented by Michael** | | | | |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Facilities** | | | | **Presented by: Michael** | | | | |
| # of lights out on the trails & parking lot. Transitioning to LED could qualify toward energy savings grant. | | | | | | | | |
| **Agenda Item: Biathlon** | | | | **Presented by: Michael** | | | | |
| Formal windup March 20 & 21. Biathlon AB has reached out to request dates for AB cup for the upcoming season. Michael will pick dates on behalf of WNSC teams. | | | | | | | | |
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| **Agenda Item: Jackrabbits** | | | | **Presented by: Dan** | | | | |
| ~60 kids participated this year. Many participated in the Loppet.  Is hoping to get rentals back on March 20th. Will store temporarily in the mechanical room for a few days and then disinfect and put away. Michael will give a heads up to staff. | | | | | | | | |
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| **Agenda Item: Race Team Parent Representative** | | | | **Presented by: Amber** | | | | |
| Ivan Babikov trained with the team. Will be wrapping up season soon. | | | | | | | | |
| **Agenda Item: Marketing/Communications** | | | | **Presented by: Christine** | | | | |
| Banff Film Festival open until the fall – more programs to be released soon. | | | | | | | | |
| **Agenda Item: Programs** | | | | **Presented by: Theresa** | | | | |
| Different individuals have approached the board to with program ideas for the spring / summer to familiarize people with the trails. Lori will forward some info for the board to consider. | | | | | | | | |
| **Agenda Item: Member at Large** | | | | **Presented by: Liz** | | | | |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Secretary** | | **Presented by:** | | | | | | |
| Nothing to report. | | | | | | | | |
| **Agenda Item: Vice President** | | | | | | | | **Presented by: Christine** |
| Nothing to report | | | | | | | | |
| **Agenda Item: President** | |  | | | | | | **Presented by: Michael** |
| Key next step to get ready for spring AGM. | | | | | | | | |
| **Agenda Item: Past President** | |  | | | | | | **Presented by: -** |
| No report submitted. | | | | | | | | |

Meeting adjourned at 9:06 pm.

Next Meeting April 21 @ 7 pm via zoom