WNSC Fall General Meeting Minutes

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| **Date:** | November 20, 2022 @ 1:00 pm |
| **Location:** | Steve Cooper Lodge (in person)  |
|  **Attending – Board Members:** Michael Morgan, Lori Brough, Matt Wild, Randy Hopkins, Amber Gauthier, Gordon Halliday, Ken Perry, Christine Rawlins; Dallal Oliver (staff)**Attending – General Membership:** Yuxi J, Tim B, Carrie C, Ken A, Cam H, Leonard S, Joanne PB, Greg P, Melissa P, Doris G, Barb D, Joe D, Barry L, Charles C, Cori J, Serge M, Chad M, Mike S, David K, **Regrets:** Theresa Thompson |
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| **1.0 MEETING OPENING** |
|  | * 1. Welcome
* *Meeting called to order @ 1:00pm*
 | Michael |
|  | * 1. Approval of Agenda
* *Moved by Cori Janes; seconded by Randy Hopkins*
 | Michael |
|  | * 1. Approval of Minutes from Spring GM 2022
* *Moved by David Kay; seconded by Cam Harris*
 | Michael |
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| **2.0 BUSINESS ARISING** |
|  2.1 Lease Renewal* *In progress for 3 leases; finished stakeholder engagement & all relationships are good; surveyors are finished; now completing the formalities – now working on the written 25-year management plan. Questions from floor on what should be included in it + any new ski trails planned?; Matt is open to ideas and member input – please submit before December 25, 2022.*
 | Matt |
|  2.2 County Road Bridge Replacement* *Construction process went well; new bridge will take more work to spread snow under it but overall very happy with the outcome*.
 | Michael |
|  2.3 Bylaws / Policies Renewal* *Governance is a key role of the Club. Working on policies and bylaws – did some work within the Board members but have now contracted out to move them to next level and should have version by Spring 2023 GM. Question from the floor on what that entails.*
 | Michael |
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| **3.0 NEW BUSINESS** |
|  3.1 Summer Program/Event Report: * *Verbal updates from Dallal and Lori on hiking, running, photography, mountain biking and Don’t Get Lost in the Woods. The Club saw some new programs thanks to the additional capacity that Dallal’s position as Operations Coordinator has brought to the Club. Anticipate having these programs again Summer 2023. Dallal shared results of the survey from 160 participants and will use this as a benchmark for future surveys.*
 | Dallal, Lori, Theresa |
|  3.2 Winter Program / Event Report:* *Dallal spoke about winter programs, lessons and waxing clinics planned for this upcoming winter. Michael spoke about upcoming trail familiarization sessions (will cover mapping apps such as Avenza and Trail Forks) thanks to the new Risk Management and Emergency Response Plan Sub Committee which was formed after the Spring 2022 GM. This season’s membership parking passes have critical information on the back of it – who to call / what to do etc.*
* *Amber provided a verbal update on upcoming races for the ski team + some athletes to Artic Games in Fort McMurray this winter. Two skiers from WNSC are on the Alberta Development Team. Have ski ties for sales + have a fundraising draw in progress. Still seeking kids 8-11 years to join the race team.*
* *Randy provided a verbal update on biathlon – 24 athletes on the roster this year; purchased 3 new eco-aim rifles, and upcoming races + hoping to send athletes to the Arctics as well. Liam Tinsworth currently representing Canada. Hosting Calforex cup Feb 18-19& need volunteers!!*
* *Melissa & Doris spoke on Chicks program this will be the 18th season; 70 ladies signed up to date*
* *Celtics School program most days through December during the day.*
* *Tanks is under review – what is a program verses what is a meet up? May switch to a co-ed evening ski as there is demand for this + also Friends of the Trails. Price structure is under review.*
 | Dallal, Theresa, Amber, Randy |
| * 1. 2024 Alberta Winter Games
* *City has been awarded the 2024 Games & WNSC will be venue for XC ski and biathlon. Will need volunteers from Club + key points of contact including “Sport Chair” – need one for Cross Country skiing (have one for Biathlon). Will also need a Venue Manager.*
 | Michael |
| * 1. Banff Mountain Film Festival
* *The 2022 event was held in April 22-24at the KMSC Performing Arts Theatre due to pandemic restrictions and scheduling challenges.*
* *April 2022 event raised $4,224 net for Wapiti Nordic*
* *The smaller venue and spring dates impacted proceeds but encouraging to still see the public supporting this event.*
* *The Banff Centre has confirmed January 13-15 2023 and venue will be returning to Douglas J Cardinal Theatre at Northwestern Polytechnic.*
* *Anticipating that fundraising efforts should rebound at this venue closer to traditional values in the range of $13,000*
 | Christine |
| * 1. Advisory Committee for the Wapiti Recreation and Trail Management Plan
* *Province putting more energy into planning recreation land use in the Wapiti Corridor and Wapiti Nordic is involved at the table as a stakeholder. Lori provided a verbal update re: her hoped to encourage trail connectivity from the City out to Wapiti Nordic trails. Christine advised that the Province’s project will not impact the trials within the Club’s current footprint.*
 | Lori / Gordon |
| * 1. Business Plan Focus Areas for this Season
* *It is a living business plan dated back to work initiated by the Board with a consultant with 2019. The current Board is trying to identify focus areas for 2023 forward. Christine distributed a draft version of the proposed focus areas to date. Michael invited those in attendance to provide feedback to him by November 30, 2023.*
 | Michael |
| * 1. Secretary Election
* *Two persons put their names forward.*
* *Vote was held from members in attendance.*
* *Carrie Carlson was voted in as Club Secretary*
* *Onboarding and orientation to follow*
 | Christine |
| * 1. Volunteer Recognition
* *Michael thanked all volunteers involved in the club and recognized them as the lifeblood of the organization – we couldn’t run the club without you! One of the proposed focus areas in the Business Plan (3.6) is to create a framework for volunteer recognition. Michael invited those in attendance to stay for snacks and to socialize after the meeting.*
 | Michael |
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| **4.0 FINANCIALS** |
|  | * 1. Financial Report and 2022-2023 Budget
* *Lori provided a verbal update on Club’s position = sitting at break even position*
* *Monies have been set aside from AB Transportation for the land and impact to trails with the twinning of Hwy 40. Any purchases or expenditures must have Board approval.*
* *Reserve Fund: Should be setting aside $30,000 in 2022 for future building and equipment life cycle replacement. This is a good example of why we need a policy for this / when it should be accessed etc.*
* *Anticipating new impact of positive $3,126 for 2023*
* *Budget coming to website*
* *Motion to accept the information as presented – made by Leonard S; seconded by James P; all in favour = Approved.*
 | Lori |
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| **5.0 DIRECTOR & COORDINATOR REPORTS** |
|  | **Item** | **Responsibility** |
|  | 5.1 Trails* *New trail sub committee has been established with Terms of Reference to bring forward ideas that come to the Board for approval & access funding from AB Transportation.*
* *Advised of future FireSmart work that the County is undertaking in the vicinity – could be summer 2023?*
* *Hwy 40 impacts should wrap up summer 2023 w permanent fence. Happy w finished product.*
* *Comments from the floor the good work from Matt and Michael on the Hwy 40 and Silver Arch (bridge replacement) projects.*
* *Question from floor about mountain bike trails and some concerns about the offshoot trails and impact to the natural environment. One idea is a Trails Master Plan to help guide and govern future development and reclaim some old trails.*
* *Conversation around multi use trails being for snowshoeing, mountain biking, trail running, - concerns about too many / not enough. Management structure for non ski trails is not as obvious – takeaway is having identified this and bring back to the Board.*
* *Also emphasized that it is important that no unauthorized trail work is happening as there is a process in place (sub-committee + Board) and unapproved activities could jeopardize the Club’s recreation lease.*
 | Matt |
|   | 5.2 Corporate Sponsorship* *Grant applications have been submitted to CNRL and City of GP*
* *Working on a Crowfunding Campaign for replacement of rental equipment where Province will add 30% of funds raised.*
* *Pembina has donated $2,500 for new range mats*
* *Received County & City operating funding this year*
* *Gordon working on a corporate sponsorship package*
 | Gordon |
|  | 5.3 Marketing / Communications* *Thanks to Dallal for her creative input on the website and Facebook graphics*
* *Still good engagement with the monthly e-newsletter averaging 76% open rate*
* *Working to set up a Google Workspace for the Club as a hub for documents and Board communications*
* *New general email account:* *admin@wapitinordic.com* *– monitored by Operations Coordinator*
* *Sub committee planning to meet to review refreshing the logo and using it consistently across all areas of the Club.*
 | Christine |
|  | 5.4 Vice President* *Nothing further to add*
 | Christine |
|  | 5.5 President* *Will not be running in Spring 2023*
* *Will serve as Past President*
* *Time for new blood / will be working with Executive to seek candidates for this position*
 | Michael  |
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**Adjournment** @ 2:55pm – Motion by Randy Hopkins; seconded by Cam Harris

**Next Meeting** = Spring 2023 General Meeting – date and time to be confirmed