



Overlander Ski Club Directors Meeting

Date:	Monday, November 7, 2016
Time:	7:00 pm
Place:	Sports Council Room

Directors:

Dana Manhard, Joan Bernard, Vesta Giles, Sandy Eastwood, Alan Vyse, Luc Guilherme, John Grover, Rich McLeary, Leslie Tucker, Bruce Tucker, Krista Dick

Regrets: Neil Steinke, Dave Hallinan, Scott Decker

Business arising from the minutes

1. Adoptions of Minutes Minutes from October 3 were adopted as circulated. Moved by Luc. Second Bruce. Carried

2. Action List

1. Constitution and bylaws John Nothing new
2. Archive Vesta Nothing new
3. Food trucks Vesta Nothing new. Waiting to see which trucks operating through the winter
4. Investigate kids snowshoes Lee has purchase 3 pairs of each brand to experiment which last longer.
5. Loppett meeting Dana, Scott, Luc, John Nothing new to report. Need to have meeting
6. Ski suits pricing Dana brought sample of the current ski suit with warm up pants and jacket. Phase 1: Dana to strike a committee with Coralee and others to determine the inventory of what needs to be replaced for the Junior Ski team. This committee will ask Jakaroo to order ski suits with our logo. Phase 2: A written proposal to be sent to the Board with prices and design options for other club members to purchase. Either Overtime Apparel or Sporthill will be for the giveaway toques and then Sauce will be for the smaller number of high end toques for purchase / gifts
7. Dog Snowshoeing trail Vesta and Krista A 4 ½ km figure 8 loop trail has been cut and marked. The trail has nice views, goes along a lake and offers some terrain challenge. It was suggested the trail needs to be directional with signage.
8. BC Rural Development Fund Alan to follow up with Lee
9. School waivers David To be tabled until next meeting
10. Skool Ski 1700 kids have signed up for this program already. we do it for free. Other clubs make this a money maker. Some kids cannot afford a fee. A suggestion was made that we put together a package to submit to School Board.
11. Junior Nordic Adventure Ski program. This is a teen recreation program same price as Junior Development. Need to find a couple of volunteer coaches and determine when program to be run. Joan to add to Zone4.

3. Board Governance - Roles and Responsibilities to be tabled to next meeting

4. Policies – To be tabled to next meeting

5. CCBC Club Challenge We are currently in second place.

Business arising from Reports

1. **Swag** Let Vesta know what swag we want- quality water bottles, ski straps, etc.
2. **Staff training and** Alan to follow up after he gets back at the end of the month.
3. **Criminal record checks** City of Kamloops require paperwork for instructors. Anyone involved with vulnerable persons must have a CRC. Volunteers are free. Employees pay a fee. Alan and Dana to collect these.
4. **Ways and Means** Wendy has had to decline position due to health concerns. Lee will continue to do a great job. Need to recruit for this position.

5. **2016 CSP Winter Extreme Show and Ski swap** Not a lot of cross-country skis. Free last year. This year they wanted a table fee of \$150. Of which there was no mention. They waved fee for the short time Leslie manned the table. A snowshoe and ski swap group is being created on Facebook with a link on our website. It is called OSC Gear Swap
6. **Biathlon** City of Kamloops is hosting the 2018 BC Winter Games. The city wants us to host the Biathlon as well as x country events. Sun Peaks interested in hosting both. Laser guns are used instead of bullets. A meeting is set for November 17. Luc interested. A significant financial investment is required (about \$30,000.00) and that it becomes a legacy of the games. A representative should come to our meeting. David Takahashi may be interested as a resource person and Rob Kitamura interested in coaching.
7. **Polarthon** is an event that includes skiing, skating and snowshoeing that used to be hosted in Logan Lake. To be held sponsored largely by Kamloops This Week on January 21, 2017. Distances 1km/1km/1km or 7km/7km/7km. A great opportunity for the club. Luc, John and Dana interested.
8. **Entrance sign** A temporary sign will be going up soon.
9. **In memorium plaques** From Luc's email submission about Stake Lake being a special place for club members when someone passes. We need to think about creative ideas on a club-supported program not necessarily memorials, possibly plaques, tables or benches that are inspiring. Need to consider maintenance issues.
10. **Stuffie Trails** A passport be developed and a badge given upon completion of snowshoe stuffie trail and stuffie ski trail. We have a couple of people interested in donating stuffies.
11. **Ski League website link** still being worked on.

New Business

1. **Sports Legacy Fund** Nothing at this time. Alan?
2. **AGM 2017** to be set for **Monday, January 23 at the Kamloops Youth Soccer Association building at McArthur Park**. Rich to follow up on and report back to the Board.
3. **PR info at Banff Mountain Film Festival November 22 & 23**. We do not have promotional material yet but willing to donate a 6-day punch pass to be awarded each night with their door prizes. Sandy to follow up with TRU Outdoors.
4. **Fundraising event**. Sun Peaks puts on a successful fundraising party with dinner, dance and silent auction. It started out small and has grown significantly. We should have ongoing fundraisers for specific targets if we can find volunteers willing to organize them. Add to Zone4.
5. **Secretary resignation** Sandy will be resigning as secretary due to a job offer. She will follow-up on a person who showed an interest with the Board on Zone4. If she is unsuccessful the board will have to carry out another plan.

REPORTS

President- Vesta

Federal Gas Tax – I have contacted Ron Storie at the TNRD about this and it looks like we might be able to apply for funding for the lights retroactively. I am following up on what we need to do to apply but it looks like we qualify and not a lot of groups have applied. The light extension is an ideal tangible project that would qualify. Cost about \$18,000.00.

Biathlon – the 2018 BC Winter Games organizing committee is keen to have Biathlon represented at the games. I have already met with them once and then there is another meeting on the 17th. I told them we don't have biathlon facilities and that there would be significant cost for creating something for the games as well as continuing with expected legacy program. Suddenly I have an influx of biathlon information coming my way. Before I go to the meeting on the 17th is this something we are interested in? Is there a demand? If Sun Peaks jumps on this and says they will do it in order to get the rest of the BC Games cross country races up there do we care?

Polarthon – The Kamloops This Week is coming on to the polarthon as a big sponsor and organizer. We gave them the space last year and some of our athletes participated although it was a duathlon due to the poor ice conditions. Is there anyone who wants to represent the club on the organizing committee? Do we have any thoughts or concerns?

Insurance Issue – I haven't heard anything new. We have the wording for the waivers and have requested abbreviated wording for the 6 day passes.

Waivers- the punch pass could be a fold out business card with punches on one side and waiver on the other. We still need a yellow coloured waiver plaque that could be displayed on the kiosk in front of the day lodge.

Treasurer- David- No Report

Registrar- Joan

Total people registered as of Nov 5 is 310.

Last year at Nov 5 we had 135 people registered (but it snowed before Nov 15) so we had 405 people registered by the early bird deadline Nov 15.

Volunteer Coordinator – Leslie No report

Trails –Alan

The trail committee met in October to review progress towards meeting the goals developed during the review of the Strategic Plan.

1. Trail clearing has worked well this year thanks to Klaus and Lisa. The trail volunteers have been out on all of the trails removing rocks and seedlings and any smaller deadfall that could be moved by hand. Gary and this crew have done great work removing larger trees and leaners. There are wet spots at several locations but crews and in particular Klaus and friends have done their best to drain them.
2. Bushwacker trail has been cleared again by the Kamloops Outdoors Club. Al Michel led the crew and expressed disappointment that there were no OSC members present. I suspect this was the result of a communications failure.
3. Another 5 trails crew members attended a chain saw safety course. There are a few people who have not been trained and we are working to correct this.
4. Vesta and a friend have located the first half of the dog trail and the snowshoe trail crew will work on this soon. Other snowshoe trail clearing is underway. The Bike Club has cleared the single track trail to the Lookout.
5. The condition of the outhouses on the trail will be reviewed by Matt and Lee.
6. Thanks to Luc and his crew and our contractor the lighting has been expanded to Little Joe and Ponderosa at a rough cost of \$12,000 and some of the old lamps that were not working have been replaced with LED lights.
7. Luc can update you on progress with a point of sale system and the washroom water issue.
8. Plastic matting for the key areas beside the day lodge and washrooms has been ordered.
9. A new entrance sign is required and other signs will be updated with stickers for the new logo.
10. A City ski program will be advertised with classes in evenings and on Saturdays in January and February
11. Lee helped me hire replacement staff for the season. Julia Lowe and Daniel McFerran have been hired as Ski S'Kool instructors after Christmas and will also work nights and trail attendants from opening until the New Year. Paul deVries has been hired to work nights from the New Year on and he may work more hours before the New Year. All three are local and there is a good possibility that they will be available next year. Employment contracts will be sent out in early November and training will start shortly after. We have two possible instructors for adult ski lessons and snowshoe lessons: Ellen Huggett and Mikki Nettles. Their employment will depend on the numbers for the City ski program, in Ellen's case, and whether OSC advertises snowshoe programs with Mikki as instructor (we are too late for the City programs).

Luc

Lighting - As you know everything went very quickly. Cable is in the ground and buried, lights are up and all the small materials are purchased. We still need someone to install the connection boxes and make the electrical connections. I think this will be done in the next week or two. No Panic. There will be some additional costs; I was short on measuring the distance in my first estimate. I didn't include the cable from the first pole to the washroom building. I also had a load of gravel delivered and spread out by the washroom building to fill in around the septic tanks. This is something that we had wanted to do for a couple of years now. As you know the ground was very wet and muddy when we were digging the trench for the cable. It was so muddy that the excavator operator couldn't make it smooth. I talked to him two days ago and he said that it has dried up a little and that he was going to go out with a bobcat to try to smooth out some of the big truck / track ruts that were left. There will be an extra cost to this.

Water filtration system - This is still not in place but I saw an email two weeks ago from IHA saying that they have received our application. So it is now in their hands and we just need to wait for the approval. Kelvin from Delta has all the parts ready and I have talked to the plumber so it will be installed very quickly when it's approved. My fingers are crossed that it will be sometime this week. IHA called today and they have approved and processed the application.

Staffing Alan has spent a lot of time looking for staff. We have an excellent team this year.

Publicity – Vesta

Toques – order will go in by this week. After reviewing options I am recommending we go through Overtime Apparel. They are the same company that Charlie has used from the Masters and many local events with the city have used them. They also found us the lowest price (\$5 each including everything) and can deliver on time. A sample will be handed around at the meeting.

Vesta will check into quotes from Sauce, which is an American company. Will probably cost more with the conversion and shipping. We should consider a higher end toque for gifts with a local artist. Cost about \$30.00.

Newsletter – the first newsletter in the new style was well received. Mail Chimp gives really great stats showing only one person unsubscribing (out of 559 on the list) and 29 bounced email addresses. It also tells us that 70% of people who received it opened it (the average industry response for sports emails is 21%) and that 35% of people who received it clicked on it to see the whole thing in a separate window. The industry average on that is 2%. These stats probably don't mean much but they are interesting. The reporting also says how many times the links within the newsletter (ie the job posting, the website, social media links, etc.) were accessed – this was all really good to see. I will be sending out another newsletter before Nov. 11th so let me know what you want to see in it. *Please send into Vesta by Thursday*

Website – The website is up and running and we've had great feedback about it. Now that we know it's working Lee and I will start populating some of the holes in content. We had a training session that was really helpful and both of us have been able to edit things fairly easily. If you have things you want us to put on the site let us know.

Junior Development- Dana No report

Ski League- Rich

October 19 Parent night:

- Thanks very much to the executive members who attended including Leslie, Bruce and Alan. The history and perspective that they provided was very informative and encouraging.
- Natalie Manhard provided an overview of the BC Championships and asked for people to consider getting Officials training. Six people responded. The group of interested volunteers has informed Natalie that Saturday, Nov. 26 is best day for the course to be held in Kamloops.
- Overall parent participation was disappointing, with only two additional families that are not already on the coaching roster attending.
- Some confusion regarding the Recreation Program was expressed. Rich committed to improving the information on the website.
- Some confusion regarding family registration procedure was also expressed. Dana agreed to develop some additional instructions and explanation.

Dryland update:

- Dryland has shifted to Thursday nights with attendance of up to 15 on the last session. Rich and Dana are lead coaches with John and Scott also attending as available.
- John Grover organized the first roller ski session for Track Attack on Saturday, Oct. 29 at McArthur Island. The practice was well attended and interest for additional sessions remains high. Nothing has been formally organized yet.

Items Outstanding:

- Ski League Program Website update is required. Is there any way to get direct access to edit the content live? It's difficult to download, edit in WORD and then forward to website manager.
- Head coach job description remains outstanding.
- Formal organization of roller ski practices for Junior Track Attack.

Miscellaneous

1. Programs Can we offer a casual Ladies night, Family night and snowshoeing to get people out on the trails? The City has suggested we offer a Mom and Tot snowshoeing program. It was determined that the child would have to be able to walk and not be carried due to safety concerns.

2. Senior's rate We have received one complaint that there is no senior's rate this season. A senior's rate acknowledges the time a person may have contributed to the club. Most clubs have a senior's rate. We need to review this for next year.

Meeting adjourned at 9:18 PM

Recorded by Sandy Eastwood

Next Directors Meeting

Date:	Monday, December 5, 2015
Time:	7 pm
Place:	Sports Council Board Room

Action List

Constitution and bylaws	John
Dog snowshoeing trail	Vesta/Krista
Food trucks	Vesta

Ski suits pricing	Dana to find a committee
Review Duties of Board Members	Everyone
Quotes for Swag- toques, etc.	Vesta
School waivers	David
Loppett	Dana, Scott, Luc, John
Grant applications	Lee
Newsletter items	Everyone
Board Governance	David
Policies	David
Job Descriptions	David
Volunteers for Junior Nordic Adventure Ski Program (Girls Go Nordic)	Dana, Rich, Scott and John
Add above to Zone4 & Fundraising event volunteers	Joan

Please note the following dates for upcoming Directors meetings

Monday, January 9, 2017

Monday, February 6

Monday, March 6

Monday, April 3

Monday May 1

Monday, June 5