



### OSC Board of Directors Meeting

Date:	Monday, March 7 <sup>th</sup> , 2022
Time:	7:00 pm
Place:	Zoom Meeting

**Directors Present:** Luc Guilherme, Tim Cole, Vesta Giles, Dana Manhard, Joan Bernard, Brad Smith, Dave Hallinan, Dillon Stuart, Kailee Mortimer, Maureen Light, Lee Card

**Regrets:** Chelsea Francis, Rich McCleary

Meeting started at 7:06 PM.

### 3.2 Registrar's Report

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#### Discussion:

- Small summary of AGM report included in report below.
- Didn't have great conditions at start of year, this may be the reason that not as many people didn't convert from punch passes to seasons passes.
- Zone 4 registration form could be optimized for next year. Joan has reached out to Zone 4 with no response.

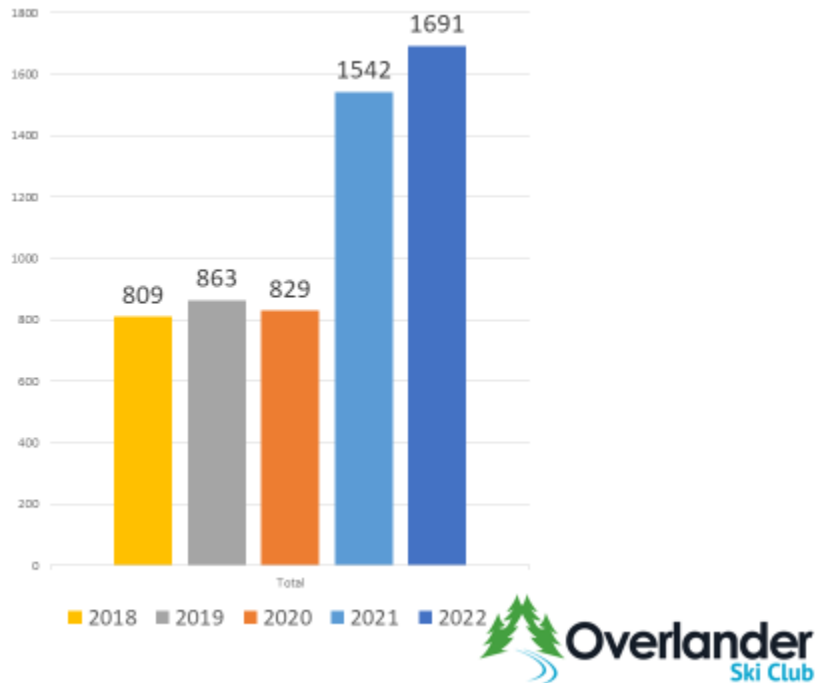
#### Report:

Just one graph (sneak preview of AGM report), plus a few figures here:

Total membership including season pass holders AND memberships only is 1708. (zone4 numbers show 1715 but that includes 7 people who registered twice)

- 17 Logan Lake Highland Valley Outdoor club members used our discount memberships to ski here instead of their closed trails
- Only 7 people exchanged their used 6 punch cards for a credit and bought season passes
- Of the 1600 people who answered the question, 1147 were returning members, and 453 were new members this year.

## Comparison of Season Trail Pass Numbers 2018-2022



### 5.2 Trails

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#### Discussion:

#### Groomer:

- We received photos of the groomer with logos on it today! Groomer should arrive on March 16<sup>th</sup>. A crane operator is scheduled to lift equipment off the low bed.
- Free groomer training will be completed by 4 people. Online training will also take place for all 4 groomers taking the groomer training.
- Mechanical training will be completed by Luc and Peter Voss.
  - Cost may be covered for this portion, but we will need to confirm.

#### Employee First Aid Training:

- Proposed to provide first aid training for staff, up to a certain value, depending on how many hours they complete the first aid training for.
- We could provide a pre-approved list of courses that staff can take.
- Staff could be re-imbursed after completing a certain amount/time of work with the club.
- Staff could also be trained on the trail names / areas.
- Planning to re-vamp staff onboarding process next season. Start staff working earlier in the year so they gain more knowledge of the trails, responsibilities, etc.

#### Snowshoe Rental Fleet

- Rachel put together quote for snowshoes – we need more kids snowshoes in particular and some adult snowshoes.
- Quote from Runners' Sole is for \$3,600. Will include this in next years' budget and tell Rachel to move ahead with the purchase.
- Dana purchased a number of poles to be prepared for next year.
- Could make plan to replace ¼ of snowshoes per year. Have reserve funds set aside to support new rentals / replacement snowshoes and skis.
  - Dave is working to set up reserve funds specific to new rental equipment.
  - Easier to budget for replacements with a specific plan in place.

### Trail Names:

- Missing one board members' suggestions, will release survey to members after everyone's suggestions are received.
- Geronimo will be renamed with First Nations name. Other trail names will be updated with First Nations names as well as the results of the survey.

### Report:

**New Groomer:** Scheduled to arrive the week of March 14 (hopefully). Crane operator has been contacted and we will book once we know the final date.

In person Training: Two days including delivery day. Peter Voss, Peter Findlay, Thomas Bennet and Tim Cole will receive in person training (free for four people)

Online operator training: All groomers have expressed interest in this and will take the course at \$230 per groomer (OSC cost)

Mechanical Training: Peter Voss confirmed, we are discussing additional groomers who would be a good fit. \$700/student (OSC Cost? Luc?)

**Employee First Aid Training:** A proposal from Lee Card to help us enhance our employee first aid coverage.

Proposal for first aid training regime for returning staff:

Concern: As the OSC tends to hire staff close to our opening, first aid training is not always available at a level or time suitable to the needs of the club. This increases the chance of having no trained first aid staff, or minimally trained staff at the trails should an emergency happen.

Proposal: While changing our hiring practises is an option that will need to be looked at, as an immediate fix, I would to put forward that for staff planning to return next season, we provide them with a list of approved first aid courses, with the understanding that if they successfully complete the course(s) during the off-season, we would reimburse them up-to a set amount upon return to work.

Reimbursement would be as follows:

Courses totalling less than 20 hours total training time: course(s) value upto a maximum of \$300

Courses totalling 20 – 40 total training time: course(s) value upto a maximum of \$400

Courses totalling over 40 hours of training time: course(s) value upto a maximum of \$600

If staff find a course they are interested in, which isn't on the pre-approved list, they can put forward a request to have it approved to Lee Card, Tim Cole or Chelsea Francis. If the course is found to meet the needs of the club it will be added to the approved list and be reimbursed as outlined above.

This information would be forwarded to current staff at the end of season for their consideration.

**Snowshoe Rental Fleet:** Our employee Rachel Komori has done a great inventory of our rental fleet and wrote up a proposal for new snowshoes with a quote from Runners Sole. It is recommended we put in this order now to ensure we have these snowshoes for next season as that is not guaranteed. See attached:

**Other Info:** A private wildfire training company has contacted us looking for training sites for falling, bucking and brushing. They have been contacted and we will work with them where possible as we always have lots of sites and work to do on the network.

## 5.3 Ski League

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### Discussion:

- Mini Olympics will happen this weekend. This is considered the wrap up party for Ski League.
- Saturday may be the end of lessons. Fallout typically happens after spring break.
- Chelsea and Chloe will work to update our website with wording based on review of other ski club sites.

- Would like to book community coaching workshop. Could connect with CCBC to schedule / set this up. We just pick a date, send it to CCBC, and move ahead from there.

**Report:**

- Mini Olympics planning underway and scheduled for March 12
- We usually see falloff around spring break, so our current plan is to run lessons to then
- Coaches can choose to extend the season if interest
- Chloe has performed analysis of other clubs ski league websites, and has proposed wording changes and updates for ours. I believe that she has passed along this to Chelsea.
- Need to get kids to sign some cards for CCBC / Kal Tire / Teck and other sponsors. Will try to coordinate at the mini Olympics.
- It would be great to host a Community Coaching workshop in Kamloops to get a number of coaches to the next step. I don't know how we would go about this? Dana is this something we just line up with CCBC? Cost would be \$1000 / \$100 per coach?

**6.2 Action List / New Agenda Items**

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Action	Responsibility
Approve February meeting minutes	All
AGM Discussion	All
Starting Biathlon Program in Kamloops (see notes below)	Giles/All
Set rates for next season	All

**Joan moves to accept the February meeting minutes. Seconded by Lee. No discussion. Motion passed.**

**AGM Discussion – Brief notes from meeting on Wednesday, March 2<sup>nd</sup>:**

- Natalie to run the election / voting process
- Anyone interested in putting their name forward for the board must submit a Board of Directors application by March 11<sup>th</sup>. Applications will be posted on the website for members who wish to review candidates before election.
- Election rules:
  - One attendee (screen in Zoom) = one vote. Attendees who do not have their screen on at the time of the election will not be allowed to vote and will be removed from the meeting if needed.
  - Candidates who are unsuccessful in being elected for their desired position can choose (beforehand) to be on the board as a member at large.
  - No new candidates will be accepted off the floor. Anyone wishing to run for a position on the board must submit their application beforehand.
- Bylaws will be updated before the next AGM with additional considerations for voting process.

**Starting biathlon program in Kamloops:**

**Discussion:**

- Biathlon registration would need to be for both the ski club and biathlon.
- Would be starting registration for biathlon separately (earlier) than other registrations.
- Something for new board to discuss in April – added to action list.
- This proposal wouldn't include putting a range in at our site, which means that we can't host competitions for biathlon.
- Dana has more questions for Clay, Pacific Sport, and others prior to moving forward with this. He will work to gather more information for the board.
- Board will address this proposal in April.

## **Report:**

Clay Whitman has received a \$5,000 Pacific Sport grant to start a biathlon program. He wants it to be part of the ski club and he wants to start this spring. I told him we would need a more detailed plan including what kind of volunteer resources we would need and what he expected us to do for it.

## **Biathlon BC Membership**

Overlander Ski Club would need to become a club member of Biathlon BC/Canada. The cost for this in the first year is \$50. The membership year runs from April to March so if the club does want to proceed, membership could start in April 2022. The annual fee is between \$50-300, depending on the number of club members who are individually registered with Biathlon BC. Club membership provides insurance coverage for volunteers if the club organizes demo days, biathlon competitions, etc. Biathlon BC requires clubs to report annually on the dates and numbers of participants when the club hosts demo days, and to send an anonymized annual report on membership of each club with date of birth, gender and postal code of the membership. This report is sent to ViaSport and I believe is the same requirement/report that is done from Cross Country BC.

Individual athletes and coaches who are participating in a biathlon program must register as individuals with Biathlon BC/Canada. This provides the individual with insurance coverage under Biathlon Canada. Registration is done by the individual, and is separate from the club registration with Biathlon BC/Canada, and separate from the registration with the club. So only those individuals participating the biathlon program need to do this step. An individual membership with Biathlon BC/Canada costs between \$20-120 per year.

I could assist someone with registering OSC as a Biathlon BC/Canada member. One volunteer would be required to confirm that all the individuals that sign up for the biathlon program have also purchased their Biathlon BC/Canada memberships. Both registrations use zone4.

## **Programming**

Biathlon training consists of the target shooting component, and the skiing/dryland training component.

All of the skiing and dryland training component, would be done through the existing Overlander ski program. So there would be no new or additional skiing or dryland training programs in addition to what is already being done by the skiing group. Everyone in the biathlon program would have to do their skiing/dryland training with the ski program.

The shooting training would be in addition and separate from the skiing training. None of this would take place at Stake Lake.

For the first year, my plan for programming is to host a series of biathlon demonstrations and "try-it" days using the Biathlon BC laser rifles. If there is interest and people buy their own biathlon rifles, we may organize day or weekend camps at the KTSA range in the summer and fall.

Regular shooting training will likely wait until the second year of the program, if there are interested athletes who provide their own biathlon rifle.

## **Facility - KTSA Range**

As set out above, the ski training would be done through the existing ski program so no additional regular programming would be held at Stake Lake.

Training sessions for shooting biathlon rifles would be held at the KTSA Range. I am planning on buying a biathlon metal target and a paper target holder with the grant funds and storing those at the KTSA. All biathlon program participants who wanted to shoot at the KTSA would have to become KTSA members. This would provide them with additional insurance coverage under the KTSA.

Using the Biathlon BC laser rifles, we will host biathlon demonstrations in and around Kamloops to develop interest in a biathlon program. We could also bring them to a skiing practice or do a demonstration sometime at Stake Lake, all we need for those is an electrical outlet and 10 metres of space.

## **Coaches**

Biathlon shooting coaches will need to be trained. I am a Master Coach Developer for biathlon and will be offering the introductory biathlon coaching courses as part of the grant funds this spring and summer. I expect that we will rely on several parent volunteers learning how to become biathlon coaches in order to start organized, regular shooting training.

### **Equipment**

Biathlon equipment includes rifles, targets, shooting mats, and a bunch of accessories. All of the shooting equipment would be located/stored at the KTSA or with the coaches at home.

We don't need Overlander to purchase any equipment to start the program. In the first year the program would borrow laser rifles from Biathlon BC, and any athlete who wants to shoot a biathlon rifle would have to purchase their own.

In the future the program would try to purchase a set of club laser rifles and biathlon rifles for new athletes to try before purchasing their own. We would apply for grants to purchase equipment over time to expand the program at the KTSA range. Once there are enough athletes who have their own biathlon rifles, or biathlon rifles purchased for the club, we could begin regular, organized training at the KTSA. Again, I don't expect this to happen until the second season at the earliest.

### **7.1 Other/New Business**

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No new business proposed prior to meeting.