



**Overlander Ski Club
Directors' Meeting Minutes**

Date:	Monday, October 5, 2015
Time:	7:00 pm
Place:	Sports Council Office

Directors Present:

Luc Guilherme, Joan Bernard, Vesta Giles, Roy Davidson, Leslie Tucker, Bruce Tucker, Sandy Eastwood, Brian Vermey, David Hallinan,

Regrets: Neil Steinke, Alan Vyse, Dana Manhard

Agenda items

1. Budget There was much discussion regarding the lack of alignment with the Strategic plan with no follow up. What are we doing? We are light at the start of the fiscal year with expenditures such as trails maintenance and ski rental purchase mounting up. We can manage cash but we need a plan.

- Skis have been ordered and may arrive in a couple of weeks. How do we manage, market and promote this service? How do we assess the return on investment?
- We missed an opportunity to apply for a grant through MEC to purchase equipment. Vesta is willing to submit applications if she is given the appropriate numbers.
- New fiscal budget

Motion: *It is moved that the OSC Proposed 2015-16 Operating Budget be approved by the board of directors as presented. Per the normal course of business significant impacts to spend will be reviewed with and approved by the board prior to initiating the spend. Once approved the variance will be recorded and reported on against the approved budget.*

Moved by David Second Sandy. Carried

- Many Board members were not happy about how a significant purchase was made without Board approval and that in future we need to have an emergency meeting to vote on a major expenditure.

Motion: *It is moved that we adjust the \$2000.00/annum as budgeted in the Strategic Plan up to \$6000.00 augmentation for funding of rental equipment for the 2015/16 season on a one time basis.* Moved by Bruce Second Luc. Carried with one abstention

2. Branding Plan Feedback (Vesta)

- Vesta received an update that identifies that we need to have a Communication Plan and to identify where we are as a club. The communication plan to include language, brand, costs and what is free, how do we refer to ourselves. We need to choose a vendor for the website- Pulse or Idealever. Rob was able to get feedback from a good cross section of people.
- We need a new Facebook account and a Twitter account. The trails Facebook can link followers directly to the new Facebook page. Instagram is ready to go but need some good photos. There is lots of potential with social media.

3. Ways and Means Director: still no one. Luc to follow up with Alan if Lee was asked to do grant applications as an employee.

4. Strategic Plan Committee Reports – Dave to send out Terms of Reference
5. Early bird Registration incentive would be free ski lessons for first 50 memberships purchased. Joan has noticed that a couple of people who have already registered are not interested in ski lessons. We need to determine how to choose the first 50 who are interested.
6. Bag and garbage receptacle for doggy doo on Dog trails. Entertaining discussion that we provide and maintain a garbage receptacle at the dog trails. The Trails Committee can decide if we should provide the bags.
7. Basement Plan. The basement needs to be reorganized to accommodate more skis and storage. There is enough space but needs a creative eye. Need to take into consideration any Worksafe requirements. A Subcommittee is needed and we need to talk to Lee and Matt to come up with a plan.

REPORTS

Treasurer- David

- No updated financial statement, as some invoices are outstanding.
- Package from CA firm to be reviewed at January meeting.
- Forms- need a Parents Reimbursement Form and a process needs to be developed.
- Need to develop a more formal simple system along with a documenting process.
- Staff compensation needs to be discussed. Jordan is not returning this season so we need to find someone when Alan gets back from holidays.
- Debit machine is expensive and we are being charged for usage that continues to go up. Should we change to Square that is more affordable? Maintaining a business line with Telus is expensive. Using a cellular phone over regular phone over wifi an option to consider.

Membership- Joan

- Website is up and running.
- Several Forms need to be sent to CCBC to maintain insurance coverage. Joan to contact Alan re Forms 1, 4 & 5.

Volunteer - Leslie

- Please submit hour accumulated from September 30, 2014 – October 1, 2015. This is to coincide with the fiscal year.

Trails Committee- Luc

- Trail work by Tim Cole has a prescription of 36 items to include upgrade swampy trails. The crew cleaned up behind the day lodge.
- 4-5 days hoe time is needed to put in 10 light posts from the day lodge along Cartwheel to Drifter. More feasible to do Ponderosa to Little Joe.
- Potable water quotes need to be received.
- Trail Cleanup has been taken over from Bob by Klaus Mey
- We have one gas weed wacker. In future we should hire a group to remove woody shrubs off the trail. We would gain more value than using mower.
- Need to hire someone to replace Jordan. Dave to inquire whether Jordan had returned his \$400 float from last season.

Publicity- Vesta

- Google map now has us located in the right coordinates.

- Vesta is creating a file for future portfolio use so we don't have the problem of not knowing passwords and codes.
- We have a Dropbox account people can use.
- Need to archive everything in one place.

Roy re Bunny Lessons (4-5 year olds)

- Discussion comparing cost of lessons with other clubs as we are more on the high side. Need to have a membership of \$15 to cover insurance.

Motion: *That if possible we reduce the cost of lessons by \$15 to Bunnies only to be revaluated next year.*
 Moved by Roy Second by Vesta. Carried

Ski League/Junior Development

- Dryland training started.

Brian re Insurance for coaches who are not members

- In the past, the family pass did cover a university student over 20 year olds as long as they were living at home, this has changed as he/she is no longer covered under the family pass. Could consideration be given to offer a pass/membership and also establish a policy for future students who may wish to coach. Youth coaching is a very valuable asset to the club and should be encouraged by any means. Some clubs pay their JD's an hourly rate to coach.

Trail Fees need to be assessed for next year.

Meeting adjourned at 9:10 PM

Next Board Meeting:

Date:	Monday, November 2, 2015
Time:	7 pm
Place:	Kamloops Sports Council Office, 262 Lorne Street

Recorded by Sandy Eastwood