



OSC Board of Directors Meeting

Date:	Monday, December 6th, 2021
Time:	7:00 pm
Place:	Zoom Meeting

Directors Present: Joan Bernard, David Hallinan, Dillon Stuart, Kailee Mortimer, Rich McCleary, Luc Guilherme, Tim Cole, Vesta Giles, Maureen Light, Dana Manhard

Staff Present: Chelsea Francis

Regrets: Brad Smith, Lee Card

Meeting called to order at 7:05 PM.

1.1 President's Report

Discussion:

Trails Committee:

- Is there a layout of who's responsible for various roles relating to trails?
 - Not yet. Would like to involve Luc, Tim, Lee.
 - Would be good to identify someone who staff can report to with issues, concerns, comments.
- Thoughts on grooming and consistency?
 - If people are encouraged to ski in off-peak times, grooming should be completed for all trails, regardless of the time people are skiing.
 - Some trails may be worn out with high numbers of skiers.
 - Could bring in casual, paid grooming?
 - Some people may not be happy with some groomers getting paid vs. others not.
 - This may be how we need to approach grooming eventually as we get busier.
 - We rely on a lot of volunteer hours for grooming. Issue (paid vs. not paid) may vary from groomer to groomer.
 - Already have 18-19 people volunteering for groomers. Sometimes results in issues with consistency in grooming and using the machines.
 - Could eventually have 2-3 paid staff members to support grooming in addition to volunteers.
 - We could make grooming happen more frequently and sooner with paid groomers, but it's important to communicate this with members. They need to recognize that everything is volunteer based.
 - Targeted communication – we need to show members that there's a balance between volunteer grooming and making sure fees don't go up.
 - Change in culture between paid grooming and volunteer grooming. Volunteers may need to become more diligent with grooming.
 - Ownership factor needs to be stressed with volunteers.
 - Volunteers are constantly upgrading, modifying equipment. Some may have the mentality of "why should I fix this when someone's getting paid to do it?" if we begin paid grooming.
 - Many volunteers take great pride in the grooming and upkeeping the machinery, along with their role as a groomer.
 - Typically takes 20-22 hours to groom entire network in average conditions.

- Harder conditions may take longer, sometimes groomers wait until snowfall finishes.
- Groomer could be going out during snowfall.
- Up to us to communicate expectations, new culture with volunteers.
- More people may not be the answer, more dedication from existing people may be.
- Could ask Sovereign or other clubs what their annual budget for grooming is.
 - We could educate people on the facts of grooming.
 - Make small article about what it takes for grooming.
 - Sovereign has 4 full-time groomers working 8 hour shifts per day.

Ways and Means:

- Maureen will stay on board, complete all reporting on existing grants that she's worked on.
- Looking for new Ways and Means director.
 - Maureen will share what she's learned, has big binder of info.
- Gaming grant - \$17,500. How much has already been accounted for?
 - Only money that's been spent is what Dana has used.
 - Is everyone clear on what's in scope for the grant?
 - Purchasing equipment for kids, youth – skis, jackets, etc.
 - What were the roughly planned purchases for the grant?
 - Not sure – we received the money pretty quickly.
 - Dana can make sure that we have enough bunny skis. May need to switch brands to ensure skis show up in time.

Updating Terms and References:

- Need to look at our governance, Terms of Reference, ensure everything's up to date and language is current.
- Vesta will go on the committee for this.
- Kailee to look for revised copies of terms of reference in docs from Raegan.

Report:

I'd like to thank everyone involved in handling our recent staffing challenges and to everyone for their thoughtful input on many recent issues. I'd also like to thank Maureen for all the hard work she has put into our grants and her contribution to the club and the board over the past few years.

Trails Committee Responsibilities

With the recent staffing issues we've had and now that Alan is stepping back, I think it's time to formalize some of the positions on the Trails Committee. We need to know who is responsible for managing staff and signing any documents pertaining to staffing. We also need to know who is responsible for each aspect of the Committee's duties. We used to just ask Alan, but now there are multiple people, and we need some clarity about who is responsible for what. I know for me that would make life a lot easier.

Along those same lines, I've heard a few mentions of gaps in grooming in the past couple of years where we have had days with fresh snow, and nothing gets groomed until the weekend. Now that we have much larger numbers and are actively encouraging people to ski outside of our busy weekend hours, is there a way we can ensure quality grooming throughout the week as well as weekends? With a new groomer coming and 1,600 members there will be an expectation that grooming will be done in a timely fashion. Is this the time where we need to think about paid grooming for one casual position to supplement our volunteers?

Ways and Means

With Maureen's announcement that she is leaving her position we need to think about recruiting someone new, either from within the board or from the membership, and it needs to happen pretty quickly, or we will lose the momentum that Maureen has so painstakingly built over the last few years.

Updating Terms and References

Along with the Trails Committee, we as a board also need to look at our governance. Dave started this before he left and then we promptly ignored it but it still needs to be done. If anyone is interested in volunteering on a committee for this, I would appreciate it. I will volunteer for it to start it off.

3.1 Publicity Report

Discussion:

Night Skiing:

- When does night skiing open?
 - Typically, January 1st is when night skiing opens to members.
 - Has been difficult to find a night shift person. Chelsea has 2 more interviews this week.
 - Could we offer a premium for a night shift person?
 - Night shift people are usually new, need to be trained by daytime people.
 - Tell Tourism Kamloops that we will begin night skiing in January.

Newsletter and Trail Names:

- Get information into Vesta for newsletter ASAP.
- Should we have a contest for re-naming Geronimo and Sitting Bull?
 - Yes, give information to Rachel and she could put the call out on social media.
 - Wait until all of Tim's trails are completed to name those.
 - Vesta will send out specific newsletter about trail names, will follow up on social media campaign at the same time.
- Send Vesta biggest faux pas for trail etiquette to include in video.

Report:

Tourism Kamloops has been asking when we are opening and when we will be open for night skiing as they will time their promotions to our opening dates.

I'm not sending out press releases until we know more about opening dates as well. Having some Christmas promotions for merchandise or passes would be useful too. I had been thinking about a media day but given COVID and how busy we are going to be, I'm thinking of offering a media challenge instead. I'm in the early stages of thinking about this but I'm considering offering media members a family day pass with equipment and asking them to share their experience on either a snowshoe or ski route and offering a quick free lesson (if it's skiing) and some extra guidance on trail selection. Another option would be to invite media one outlet at a time and designating a staff person to show them the ropes. They would need to book ahead, preferably on a weekday. These are some thoughts I've had. Let me know if you have other thoughts. The idea is to get media to come visit and experience some fun on the trails. We'll do it with Tourism Kamloops and City Council as well.

Big thanks to Chelsea for simplifying the website. It makes a huge difference. And thanks to Dillon for tackling the youth area of the site which is a huge job. Let's look at all areas of the site and see what else can be updated or improved.

Newsletter going out next week so get our articles in. I'll run Alan's excellent grooming article from last year as well as it does a good job of explaining how and when we groom.

I'm starting to script the video on etiquette so if you have the points we need to cover I'd like to hear them. I may be recruiting volunteers to be in the video after I get it scripted as well. It will be fun, lighthearted, but aimed at making the ski / snowshoe experience pleasant for new members and seasoned veterans.

3.2 Registrar's Report

Discussion:

- We've broken all records for our membership numbers.
- We got bumped into "A" group for membership contest.
 - Telemark won by about 6%.
 - Some clubs were at lower membership levels than their values last year.
- 29 memberships from HVOA received the discount that we offered.
 - People from HVOA will likely bring friends or family members.
- 2 are planning on doing Lisa's CANSI course.

Report:

1,595 people registered as of Sunday Dec 5 (total last year was 1,580)

- 1,176 Individual Season pass (ski snowshoe, or parent)
- 219 Senior, 733 Adult, 52 Student, 31 Junior, 68 Child, 69 Parent (=1172 + 4 pass refunds)
- 377 family pass

- 9 Membership only (no trail pass)
- 33 Snowshoe ONLY season pass (incl membership)
- 1,595 total
- 55% female, 45% male

Just food for thought:

Most new members (60%) heard about us through friends or word of mouth. 397 of 1,492 who answered re returning vs new member indicated "new member" this year. This may or may not be accurate since we had 1,580 total members last year. Would only 1,095 really be returning members this year, with 500 being replaced by the 397 totally new members? Hmm...doubtful?

The discount for Logan Lake / HVOA breaks down as follows:

- 4 - Family memberships (\$180 off)
- 11 - Adult single memberships (\$75 off)
- 1 - 2 members (\$150 off)

29 members using the discount for HVOA members. \$1,695 in total discounts given to date.

4.1 Ways and Means Report

Discussion:

- We received the TNRD grant, \$34,500 for lights.
- Haven't heard from gaming grant, will keep fingers crossed.
 - Will receive news in early December.
- Need approximately \$25,000 to finish Tim's new trail network.
 - Will apply for grant to finish trails next year.

Report:

I am stepping down as Ways and Means Director after completing the paperwork and necessary documentation for grants that we have. Challenges in life are taking up more time than I had anticipated. I am happy to share all my gathered information with anyone who is willing to take on the role. I am no expert in fund raising but have put a binder together with past mistakes and wins. Happy to stay on the board and assist where I can, creative endeavours would be my favourite choice. Lots of natural white at the ski hill that could use some colour??

Notification from TNRD, that we have been approved for \$34,500 grant for lighting on the trails.

There are forms to fill out and a signature required.

TOTA has sent a Mid Term reporting template for the monies we received in the summer.

I believe we have spent all the 70,000 but need Treasurer to confirm.

I can fill out the report and send back, have we completed 100%

5.2 Trails Report

Discussion:

- We have already discussed names for new ski and snowshoe trails.
- The new snowshoe trails being constructed will finish the snowshoe trail network that Tim had envisioned from long ago.

Snow Roller:

- Trails committee had a budget / line item for roller, but this project was removed when Klaus left position.
- **Motion by Luc to spend up to \$4,500 on a new roller, pending approval of a clear funding source.**

Discussion:

- Do we have enough money for this?
 - Money from kids grant could potentially be used towards roller.
- Do we need the roller immediately?
 - Not critical, but nice to have early season.

- Available, could order right now. Could potentially receive within approximately a month.
- Would primarily be used next year.
- **Motion seconded by Tim. Motion passed.**

Trail Brush Mower:

- Have discussed this quite a bit. Have looked at various models, would support clearing grasses, small trees, to prep trails for early season.

Financial / Strategic Planning:

- It's important to lay out a financial plan of what OSC will need to purchase in the future. This will align with some type of capital plan. We need to consider other infrastructure which may or may not to compete for other OSC dollars/priorities at the same time.
 - Need to develop some kind of capital plan or planning process to support what we're buying.
 - No urgency, but we'd like this equipment (snow roller, brush mower) at some point. Would like to have this documented so that the need / want of the equipment can be prioritized.
 - Need to develop a new strategic plan, financial plan, capital plan.
 - If we have a strategic planning meeting, could these items be brought to the trails committee for consideration?
 - Yes, along with other priorities as well. Mower, plow for the driveway, etc.
 - Need will always be existent, but we should consider other strategic priorities. Review previous financial plan, work on strategic planning with the board. We should have a realistic plan to work with.
 - We need to review strategic plan, compare with financial plan from last year.
 - Could ask members of what the club should be considering for planning, purchasing.
 - We should roll over these decisions to next year. Revisit in the spring when we know what our season looks like.
 - To apply for any other grants, an approved budget is necessary. A budget can be amended through the year.
 - Need to consider how items will be prioritized for the club. What are priorities, initiatives, how will these be managed?
 - Version of the budget, last year's financial statements were sent out earlier. Dave can send out a motion to have budget approved, motion will be approved by email.
 - Need to identify funding strategy, repayment plan, etc. as you are applying for additional grants.
- Strategic planning meeting will be held in January, in addition to regular January meeting.
- Proposed date of January 17th for Strategic Planning meeting.
- March meeting will be AGM.

Report:

New Snowshoe and Off-Piste Trails

As you all know, I was busy building new trails this fall and we will need to come up with a plan for naming the trails. Unfortunately, mainly due to the wildfire season, I was not able to complete all the trails this season. We could not even start running saws until mid Sept. due to the fire hazard and most contractors we booked or delayed.

For the off-piste trails, I completed about 10km of 15km planned and for snowshoe trails, I got 4.5km of 6.5km planned. I am still hoping to finish the last two km of snowshoe trail which will be snow level dependent in the next few weeks and my personal workload.

Snowshoe Trails

I have no more future plans to build additional trails as this has been sort of my plan since 2007 when we built the first SS trails so these trails can be named and the maps permanently updated. I have attached a map with some proposed names for the trails which has been discussed at the trail committee and agreed upon. Our SS trail names are pretty simple and I wanted to stay with that theme. This is not final, just my thoughts and I am happy to hear other people's ideas.

I named one trail Cowan Creek as this is the actual Gazetted name of the drainage that starts at the machine shop and runs to Lac le Jeune (Fun fact: Stake Lake used to drain this way but the ski trail construction blocked the drainage and it now flows the other way). Not sure where the name comes from but the trail generally follows it. In this day and age, using a family name may not be a good idea, who knows what history is attached to this name. I am open to changing it however there was no concern within the trails committee.

Spruce Canyon is my idea. I am excited about this trail and I think people are going to really like this route, it is very scenic. There is actually a canyon in here and some of the spruce at the bottom are over 40m in height (forestry geeks rejoice!). There are also groves of very large Douglas fir that tower over this trail, cliff bands and a very large talus slope that originates off the Rattler Lookout.

Rattler Viewpoint Trail: fairly obvious, my second pick: "Lonely Mountain Trail"

The proposed Overlander Trail name came from this being a connector trail to the other snowshoe trails and creating one big loop within the SS system. I thought this name was an appropriate nod to our club and the purpose of the trail.

On a side note, Wayne Richardson (Runners Sole) said he would sponsor the orange triangular trail markers again (not the actual name plates) which is great. I really like these and they look good out there.

Off Piste Trails

I got the small loop (within the local greens) and the big loop (inner trails area) finished this year. These trails proved more challenging than I thought due to heavy loads of dead and down timber. Having professional buckers helping out was very costly and put a big dent in my budget. Having the trails pre-cleaned did reduce machine time but I am not sure the trade off was worth it. I am on the hunt for funding for next year to finish these off.

As we plan on changing the Geronimo and Sitting Bull trail names on the main network, I do not want to change all the map boards until we name the off-piste trails. I do not have any trail names for these as there has been some discussion of having a contest to name them. For this year, I plan on giving the two loops generic names such as Blue Trail and Orange Trail, or something like that.

Thoughts?

For maps, I thought we could produce a paper map/brochure that we can hand out as well as a geo-referenced digital map for download. The paper/digital maps would be a cheap way of bridging us until all the trails are finished and named and we update the map boards.

Sorry for the busy map, its my working map for the trails. *(Map included at end of agenda)*

Bronco Loop Lights - Klaus Voss time

I would like to acknowledge Klaus Voss for his time in planning and organizing getting the new Bronco loop lights complete. Although Klaus no longer is a volunteer with the club, he committed to finishing the project. Also, Peter Voss and Denis Lowen contributed significant time to the project.

New Roller

There were funds set aside for a new roller last year that Klaus Voss was designing and building. The project has been cancelled, however the trails committee feels a third roller will still be beneficial for early season grooming. It may be too late for this year but it will be needed in the future. We can order this now as they are available.

Budget Cost: \$4,500 delivered.

Trail Brush Mower

We would like to invest in a trail brush mower to be used for maintenance of trails in the preseason. This mower can be pulled behind an ATV/UTV or pickup truck and can significantly reduce the amount of volunteer time that goes into this work each year. It would also be possible to go around the entire network each year rather than segments that are done by volunteers with the brush saws. We probably treat less than 10% of the trails each year and only focus on the worst spots.

Budget Cost: \$7,500 delivered.

Groomer Renovator

We are not sure this item has been put on the budget yet. There are no renovators available at this time but want to make sure it has been accounted for when it does.

Budget Cost: \$25,000

5.3 Ski League

Discussion:

- This year, the ski league numbers are our largest to date.
- Training new coaches for the program will likely start in January.

- We're still looking for a ski league coordinator.
- To cover our bases, we could have coaches double vaccinated. Better to mention this now rather than later in the season, have coaches missing or leaving later on in the season.

Report:

We are all waiting on snow!

- Younger programs starting Jan 7th, other programs depending on snow
- Dryland training has wrapped up. A lot more interest in the program this year thanks to the new roller skis.
- 121 athletes registered.
- Coaches undergoing training (3 Completed this weekend) -Note for Dave we will start to see invoices trickling in. I'll try to coordinate.
- No luck in finding a ski League coordinator (even offering the position as a paid). Chelsea, Alecia, and Crystal offering support in the background. Should post the position again in the newsletter and online?
- Could still use a couple more coaches. Especially to fill a rec league program. Tell your friends!
- Return to sport guidelines have changed. As of November 16, 2021, proof of vaccination is not REQUIRED for parent helpers, coaches or athletes.
- To be on the safer side, just in case things change, I would like our coaches to show proof of vaccination.
- Chelsea said she can help with maintaining this record

We are really excited to get the season started. Fingers crossed for snow!

5.5 Junior Development

Discussion:

- 2 athletes recently attended race, they did awesome!
- Rossland has been cancelled, moved to Sovereign Lake.
- Will develop Excel file with information of grant obligations, keep on OSC Google Drive file.

Report:

Action item: We need to get a list of outstanding items to meet any grant obligations.

I have a tracking list and am not sure if we have anything we have purchased that belongs to any past agreements or not. My concern is that we need to figure out how much we need to spend from the gaming grant as it takes so long right now to order things. I am still waiting on most of the items from the Fischer order so don't have a final invoice for that. I can't even guarantee if all the things we ordered will show up. For the future it might be worth keeping a document with each grant as part of our agenda so the costs and outstanding requirements are something we can ensure we are meeting. I know what we need for the CCBC one but beyond that I need some help figuring it out so we don't lose out on using the funding.

6.2 Action List / New Agenda Items

Action	Responsibility
Approve November meeting minutes	All
Strategic planning discussion	All
List of outstanding items to meet grant obligations (more info in Junior Development section)	Manhard/All
Ski etiquette video (once snow is on the ground)	Giles
Additions to newsletter	All
Website review / edits	All

Approve November meeting minutes:

Motion by Maureen to approve November meeting minutes. Seconded by Dana. No discussion. Motion passed.

7.1 Other/New Business

Discussion:

Questions on trail passes:

- Supplier donated \$10,000 worth of lights to Klaus Voss, wanted to know if we could provide a day ticket to the supplier as a thank-you.
- Lights were \$600-700 a piece, received 13 lights.
- Tim to send information to Dave about lights.
- Give Klaus a punch card to pass along to supplier. Joan has punch cards ready.
- New Afton/New Gold has paid for 4-punch snowshoe punch cards. Chelsea can confirm that they've already paid for them, organized everything.

Ski with Santa:

- Roy would like to spend \$40 to purchase Santa suit, do ski with Santa for young kids on the weekend before Christmas.
- Ok with Board.

Lessons update:

- System is ready to go live once the financial information is set up.

Other discussion:

- Reciprocal program with Sun Peaks will likely be occurring again soon.
- Dana to provide David information on apparel purchases, including breakdown of where it's all going.
- Off-piste trails look great! May be difficult for some skiers, there are a couple of steeper pitches which can't be avoided.
- Outhouse now at dog trails.
- Pole for cameras is set up, need to work on completing studies and work to install cameras.

Meeting concluded at 8:35PM.

Minutes recorded by Kailee Mortimer.