

OSC Board of Directors Meeting Minutes

Date: Monday, March 3rd 2025

Time: 7:00 – 9:00 PM

Location: Tournament Capital Centre Room B



Directors Present: Jen Stuart, Charlene Eden, Joan Bernard, Klaus Mey, Erin Vieira, Jeff Young, Gillian Stanley, Dana Manhard, Luc Guilherme, John Grover

Staff Present: Chelsea Francis

Regrets:

Meeting convened at 7:09 PM.

1.1 Adoption of agenda

Moved/seconded by Jen Stuart/Charlene Eden that:

The March 3rd 2025 OSC board meeting agenda be adopted.

CARRIED

1.2 Approve February 2025 draft meeting minutes

Moved/seconded by Jen Stuart/Charlene Eden that:

The February 3rd 2025 OSC board minutes be approved.

CARRIED

1.3 President's report

No report.

1.4 Old business

None

2.1 Governance report

No report.

3.1 Publicity report

No report.

3.2 Registrar's report

Report for AGM:

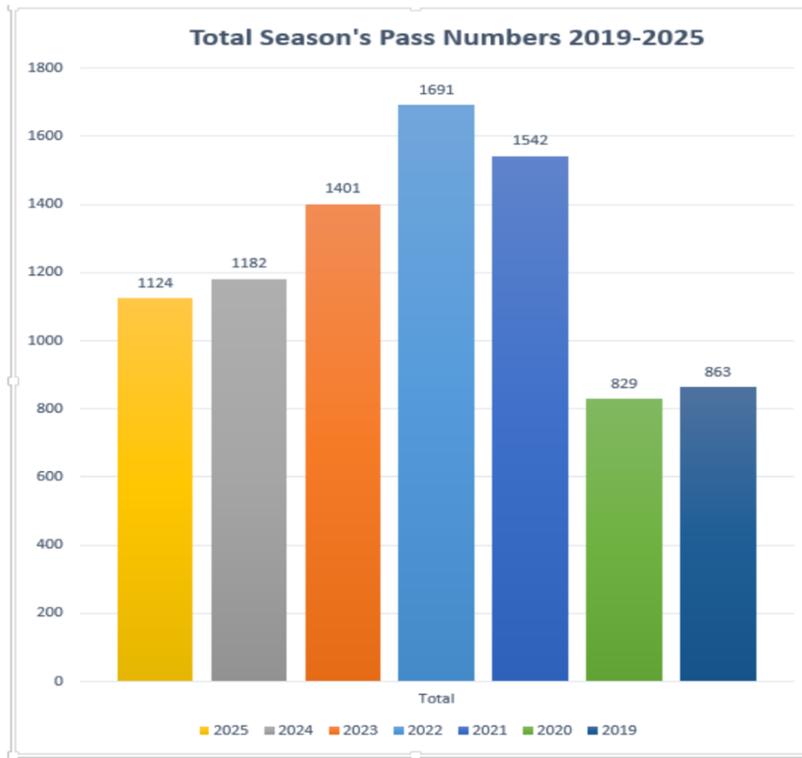
OSC numbers of season passes and memberships as of AGM March 10th 2025

No rate increase in season ski passes this year. Due to rising costs, we had increased the ski season pass rate last year. We had no increase in rates for the previous seven years (2016/17 to 2022/23).

Snowshoe season pass rates did not increase.

Type of Season Pass	2024/2025
Adult	581
Senior	202
Family	206
Junior	12
Student	36
Parent	n/a
Child	68
Adult/Sr Snowshoe	18
Other Snowshoe	1
Total Season Passes	1124
Membership Only	19
Total memberships:	1143

Ski Development	2024/25
JD	7
4-5 YR	14
6 YR	16
7 YR	18
8 YR	19
Track (9-12 yr)	9
Nordic Explorers (24/25 only)	8
Total ski development registrations:	91



3.3 Social Coordinator's report

No report.

3.4 Volunteer Coordinator's report

No report.

4.1 Strategic Plan report

No report.

5.1 Treasurer's report

No report.

5.2 Trail Committee's report

Klaus shared the February 26th 2025 draft Trail Committee meeting minutes:

Meeting minutes for Feb 26th, 2025 at TCC

Present were:

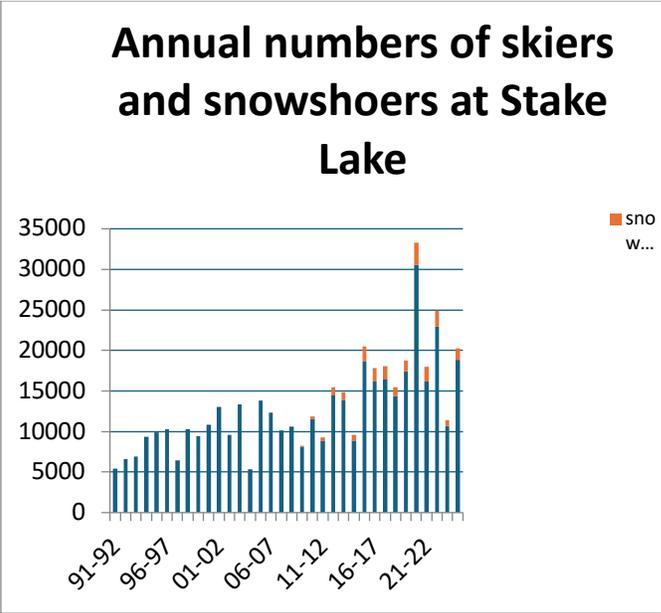
Club: Thomas Bennett, Tim Cole, Chelsea Francis, Chris Jones, Klaus Mey, Luc Guilherme, Stew Stankiewicz, Jen Stuart, Alan Vyse.

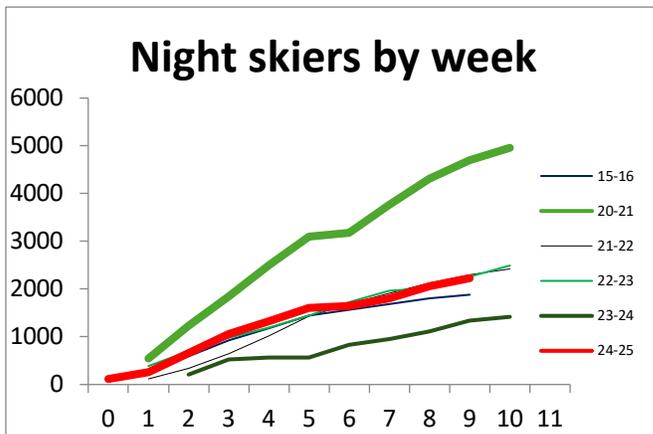
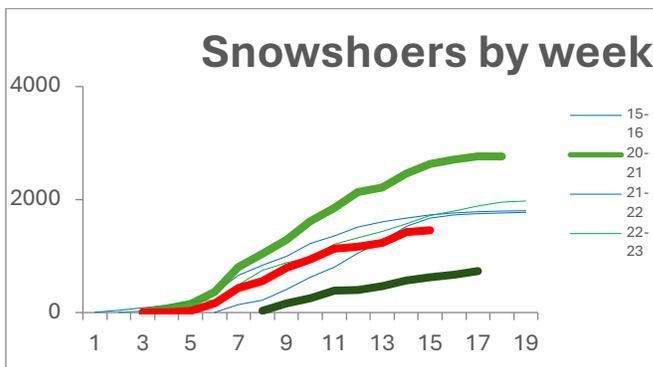
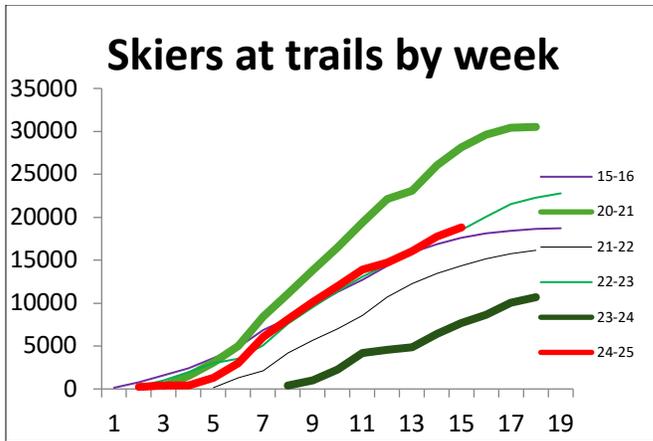
Regrets: Charlene Eden

1.	Minutes of Jan 22nd accepted.	
2.	<u>Operations report from Chelsea</u> \$146,000 through Shopify as of Feb 26 th (50% more than last year) Almost 20,000 Visitors through the trails More than 1200 kids through ski s'kool this year so far. 1136 members.	
3.	<u>Trail maintenance report from Tim and Klaus</u> Grooming going well; easy conditions in cold but snow is low in usual places. Long discussion about cause of and elimination of hump in the centre of track after grooming. Could use renovator in front of machines but brand options are expensive. Agreed to build new scratcher at estimated cost of \$700.	Tim
4.	<u>Equipment report from Chris</u> Not clear what the problem was with Bison but running well. Need better snowmobile operation training for staff. Agreed to ask trainer to tailor course to our needs. Bearcat snowmobiles need repairs. MP hydraulic hose repair discussed.	
5.	<u>Building maintenance report from Stew and Luc</u> Need to modify small rollup door to allow easier access when backing up snowmobiles. Need cost estimate? Seacan needs clean up after loppet. Need shelving	Chris? Stew
6.	<u>Board meeting update from Klaus and Luc</u>	

	AGM is March 10 th at TCC	
7.	<p><u>Items arising:</u></p> <p>Will rent ATV with snow track package for 4 days at \$300 before end of season.</p> <p>Check on Purchase AED for machine shop</p> <p>Will build scratcher for \$1000</p>	<p>Tim</p> <p>Chelsea</p>
8.	<p><u>New items</u></p> <p>Agreed should propose purchase of ATV for use this summer at next Board meeting at estimated cost of \$25,000</p> <p>Discussion on safety coaching for machine operator volunteers. Possible second meeting at beginning of season? Need a reporting system for incidents even if injury or damage does not occur.</p> <p>Brief discussion on ice fishers using volunteer car park and people skiing for free. Tom says people are the worst!</p>	<p>Luc/Klaus</p> <p>Tim/Chris</p>
	<i>Next meeting: Wed. March 26th or 27th 2025 TCC</i>	

Numbers as of March 1st





5.3 General Manager's report

Chelsea reported:

Coaching grant

Last February Pacific Sport and Carolyn Boomer gave us our usual \$5000 coaching grant. This is a matching grant that throughout Dana's tenure with us that we used to pay him for coaching. The club had not decided a direction for the future of our coaching at the time and the grant

application process is part of the reporting process for the current grant. We submitted for the grant. We did not end up deciding to hire a head coach, so Carolyn reached out to us in February and Chelsea and Zoe spoke with her, trying to see if we could find a way to match up what's been happening with coaching in our organization to the grant requirements. We could not, though Pacific Sport does not want to grant money back at this time. The report for this year will be due in the next month and Carolyn advised us only to apply if we were hiring a head coach and aligning ourselves better with the grant objective (to support high performance coaching).

Turnover of rental skis

We are on a three-year turnover schedule, this being the third year in the cycle and we are due to turnover a good chunk of our rentals. Chelsea applied for a grant for \$7000 to replace the section of the youth gear that requires replacing, but replacement costs for the rental fleet will likely be \$8-10K. Re-sale value of current skis is unknown. This will need to be added to the budget for next year, but the purchase needs to be made now. \$4000 was spent this year on immediately-needed boots and bindings replacement, which needs to be amended into this season's budget.

Raffle

Lo Boy market donated two pairs of Salomon Skate Skis. There are valued at \$600 each, retail. Chelsea has applied for gaming licence to hold a raffle for them for this season, however, it may be in better interest to move it to the start of next season. The funds raised can go towards trail or machine upgrades.

Stats

20,092 visitors this season as February 28th
 \$149,648 through Shopify as of March 1st
 1300 Ski Skool Kids through the program this year

Lessons are done for the year. Breakdown of completed lesson programs below.

Item	Bookings							
	# of Bookings	# of Pax	Subtotal	Total Tax	Total	Total Paid	Processing Fees	Total Paid after Processing Fees
Beginner Private Lessons	5	5	\$300.00	\$0.00	\$300.00	\$300.00	\$9.60	\$290.40
Chix on Stix	25	25	\$750.00	\$0.00	\$750.00	\$750.00	\$27.75	\$722.25
Free Waxing Clinic	44	50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Intro to Skate Ski	3	3	\$90.00	\$0.00	\$90.00	\$90.00	\$3.33	\$86.67
Masters Clinic Weekend- Full Weekend	17	19	\$3,325.00	\$0.00	\$3,325.00	\$3,325.00	\$95.10	\$3,229.90
Masters Clinic Weekend- Saturday Only	9	12	\$1,200.00	\$0.00	\$1,200.00	\$1,200.00	\$35.10	\$1,164.90
Masters Clinic- One Day Classic	2	2	\$200.00	\$0.00	\$200.00	\$200.00	\$6.00	\$194.00
Masters Clinic- One Day Skate	9	11	\$1,100.00	\$0.00	\$1,100.00	\$1,100.00	\$32.40	\$1,067.60
Private Lessons	8	8	\$480.00	\$0.00	\$480.00	\$480.00	\$15.36	\$464.64
Semi Private Lessons	18	38	\$1,875.00	\$0.00	\$1,875.00	\$1,775.00	\$53.03	\$1,721.97
10 items	140	173	\$9,320.00	\$0.00	\$9,320.00	\$9,220.00	\$277.67	\$8,942.33

5.4 Ski League report

Seasonal Report 2025

Numbers for Programs

Level 1:	14 registrants
	3 coaches
Level 2:	16 registrants
	2 coaches
Level 3:	18 registrants
	3 coaches
Level 4:	19 registrants
	4 coaches
Track Attack:	9 registrants
Junior Dev:	7 registrants
	6 coaches
N. Explorers:	8 registrants
	2 coaches
Total reg:	91
Coaches:	20 (plus 2 spares)

Races

1. BC Cup Biathlon 1. Vernon – 5 athletes, Clay there to support
2. Track Attack Championships. Rossland – 2 athletes, no support (parents went on their own)
3. BC Cup Biathlon 2. Whistler – 2 athletes, Clay there to support
4. U13 Biathlon Championships. West Kelowna – 1 athlete, no support (parents went on their own)
5. Okanagan Cup. Vernon – 1 athlete, no support (parents went on their own)
6. Northern Cup. 100 Mile – 2 athletes, Roy there to support
7. BC Cup Biathlon 3. Mount Washington – 3 athletes, Clay there to support

Loppet

Registration:

73 racers in U16, U18, U20, U23, Senior, Masters 15K

54 racers in U20, U23, Senior, Masters 30K

8 racers in U6 (0.4 km)

13 racers in U8 (2 km)

33 racers in U10 + U12 (2 x 2 km)

11 racers in U14 (8 km)

Total: 192

Feedback for next year:

- Host on day of lessons (Saturday) so more people can make it, a lot of athletes have other commitments as it was a Sunday
- There was a lot of positive feedback of the choice to make the U10 and U12 a 4 km race, this shorter distance made the race less intimidating and more exciting for racers.

Events

Hot Chocolate Social

- Event at beginning of season to allow for some more time after lessons for skiers to interact socialize and enjoy some hot cocoa and goodies
- Many skiers enjoyed it and for next year, it would be nice to incorporate this event into the schedule more frequently.

BBQ and JackRabbit Olympics

- Coming up – games and bbq to celebrate end of season.

Discussion

John commented that there was no coaching support at the races and it's a low number of athletes participating. If the club wants to grow the racing program, it should try to improve this. Chelsea suggested that the board discuss this later in the spring and provide some clear direction on it. Jen also suggested that the club needs to assess what the needs are – if it's racing, or recreational. Dana and Chelsea both commented that several factors within the racing program and ski league need to be considered.

Action item:

Erin to put ski league on the agenda for the April board meeting.

5.5 Junior Development report

No report.

5.6 Loppet Financial report

Klaus Mey reported a summary of financials for the 2025 loppet:

Expenses:

- Toilet rentals \$770
- Beer glasses (prizes for winners) \$1500
- Food and food supplies for racers and volunteers \$770
- Kids' cookie medals \$225
- Postage and printing \$70

Total \$3335

Income:

- Entry fees (all Zone4 fees deducted) \$4140
- Kamloops Physio \$650
- City of Kamloops \$500
- Twin River Physio \$100
- Active Health \$100
- In-kind draw prizes ~ \$2500

Total: \$5490.

From Klaus: "I did not include claimed mileage for some volunteers. We did not charge our OSC kids to ski and we also paid for the \$3 Nordiq Canada licence fees. This amounted to about \$400 for the 'lost' entry fees and licence cost. In addition to the race income, we showcased the trails to skiers from out of town who had nothing but the best to say about them. We also had many skiers pay for day passes in the days and weeks leading up to the race. I personally spoke to and saw many out-of-town skiers on Saturday checking out the course and the trails.

I'm currently in the process of thanking our sponsors and gathering their return sponsorships for next year. If you know of individuals or businesses who would like to join us please give them my contact info. And if you can think of others who would like to join the race committee, we would welcome them (stadium, food, sponsorships)."

BOARD BUSINESS

6.1 Board Business – Trail Committee funding request

Luc reported that the Trails Committee would like to purchase a renovator attachment for the groomer to improve the snow conditions and operate at twice the speed than currently possible with the equipment available. Many clubs have them for their machines. The committee is looking to purchase a second-hand inexpensive or free renovator and adapt it for the groomer. Luc reminded everyone that the board approved \$25,000 for this in 2022. The Trail Committee intends to work on this and spend up to \$25,000 this summer.

Luc also reported that the trail committee intends to spend \$1000 on a new wider 'scratcher' for grooming the skate lane. The committee is also going to widen the roller door into the snowmobile bay in the machine shed.

The committee is also looking into purchasing an ATV with a snow-track attachment for a price of \$25,000 so that it could be used for fall and winter trail grooming. An ATV has more torque and power, and better turning, than a snowmobile.

Luc also mentioned that the trail committee has been discussing safety for employees and for volunteers. Charlene commented that there are lots of grants available for safety training this time of year.

Moved/seconded by Charlene Eden/Jen Stuart that:

Up to \$25,000 be approved for the trail committee to spend on an ATV with tracks contingent upon the board's approval of the April 2025 financial statements.

CARRIED

6.2 Board Business – Board meeting schedule

Charlene proposed that the board meet on the third Monday of each month, starting in April. Everyone agreed. Easter is in April therefore the April meeting will be held on Tuesday April 22nd 2025.

Action item:

Erin to update calendar meeting invites

6.3 Board business – Rental ski purchase

Moved/seconded by Charlene Eden/Jen Stuart that:

Up to \$20,000 be approved to replace one third of the ski rental fleet.

CARRIED

Discussion

Charlene noted that about two years ago, the board approved turning over one third of the ski rental fleet every year.

6.4 Board Business – AGM Prep

Chelsea gave a brief overview of the AGM format: it opens with the Presidents Report, then the GM reviews the Trail Committee report, and other reports follow including from the Registrar, Ski League coordinator, and Treasurer. There are also awards and acknowledgements for long-serving volunteers. Chelsea reviewed the AGM presentation, noting it is still to be finalized.

Charlene reminded everyone that the board is going to discuss bylaws in the spring. It will not be on the AGM agenda. Draft bylaws can be completed this spring, and then approved at a special members' meeting or the AGM (they cannot be approved by the board, they must be approved by the membership). Jeff asked about the timing of the AGM and fiscal year-end; Charlene replied that it is possible to change this through a notification to the government.

Luc relayed that the club hopes to stay open until the third week of March. He explained that the closing date is set by the GM with input from the trails committee members.

Action item:

Erin to put bylaws on the April board agenda

6.5 Board Business – in camera

Moved/seconded by Jen Stuart/Charlene Eden that:

The OSC Board convene in camera.

CARRIED

7. Adjourn

Moved/seconded by **Jen Stuart/Charlene Eden** that:

The February 3rd 2025 meeting of the OSC board adjourn.

CARRIED

Adjourned at 8:50 PM.

Next meeting: April 22nd 2025