

LARCH HILLS NORDIC SOCIETY

Executive Meeting

Tuesday, January 7, 2025 7:30pm

Pauline's

Suzy Beckner, Kari Wilkinson, Don Miller, Pauline Waelti, Abbi May,
Karen Tanchak, David Millard, Bill Prytula, Alan Corbett, Laura Hepburn
Regrets: Cam Brown

Ski Parent Presentation: Karen, Angela, Kirsten, Brian

Introduction: the parent admin team primary goal is to answer questions for parents;
work on volunteer and fund-raising for ski team; sounding board for ski parents; social
events (snow camp, end of season celebration), support Glenn as head coach; ski team
financing/treasurer duties, communications; reserving accommodations for travel etc.

Karen presented the Ski Team Budget.

Fundraisers: Grocery card sales - Askews/Save-On, Reino Run, Warren Miller movie,
Ski Swap,

apple-picking, designated driver program for Shuswap Road Rescue.

Coaches - support-all races. - pre-paid expenses for out of town races.

Dryland equipment - new bindings for roller skis, cones

Silver Star Snow Camp - kept it under budget; this pays for accommodations

Bank balance: \$13,000; unsold grocery cards approx. \$10,000.

Changes to the team: current 50 athletes/27 families (track attack, rec group and race
team); this is the smallest group of athletes in a long time.

Ski team is submitting an application for BC Gaming - Operations Grant.

They haven't been successful in recent years due to the amount of cash the club has
had on hand for the tracksetter replacement fund.

Volunteer hours should be included on LHNS financial statements to help offset
revenues/expenses.

Ski team is looking for financial support from the general LHNS club in the amount of
\$25,000 according to the budget presented to the Board.

1. **Adopt Agenda** – Additions none;; Dave motioned to adopt, Abbi 2nd.

2. **Minutes of last executive meeting** – December 3, 2024;
Bill motioned to approve, David 2nd.

3. **Business arising/outstanding issues: None.**

4. Treasurer Report – Don

- GST auditor is wanting clarification on the GST refund /due to Bison purchase.
- Don still needs to review BDO financials; and will do that this week.
- Insurance took effect early December; and still have the old PB as an insured item; the list needs to be updated.
- Trail Lighting grant required bridge financing which a \$100,000 LOC was secured which we never used. The security on the loan was the old PB. The LOC is up for renewal. Do we wish to renew to the line of credit? There is no charge to hold the LOC; and no downside; however if we need to access a short-term loan; the LOC would allow for more efficient access to funds.

MOTION: LHNS renews the \$100,000 LOC. Kari. 2nd by Bill. Unanimously approved.

- Karen to look up volunteer hours for addition on LHNS financial statements.

5. Manager's Update – Karen - as attached.

- Karen will go ahead and finish her desktop. She and Jana have determined the best layout. Karen will get a quote from Peter Wiss to complete the work.

MOTION: Allocation of \$3,000 towards office desk upgrade. Don. 2nd by Alan. Unanimously approved.

- Thanks to Jana and Kari for social media templates. All looking much better.

- Christmas was very busy.

- A member has continued to hassle office staff about various trail conditions and people walking on our trails. He is confrontational on the trails with other members and guests. Suggestion to call RCMP for direction on how to best handle this situation.

- There have been quite a few serious toboggan accidents recently - LHNS does not have a tobogganing agreement with BC Rec Site and Trails; a skier fell on a trail and fractured her arm; another skier with a fractured wrist on Sunday.

MOTION: Kari; Alan 2nd; NEW POLICY - due to the potential for serious injury, tobogganing will no longer be permitted.

Signs; e-news; and well posted.

- Several big groups coming in January.
- Request via Pauline from Melanie Neels to set up a concession in the Chalet.

More information is needed. Karen will gather relevant info.

- Nordique Canada fundraiser; Karen will submit a proposal for youth programs.
- Interior Health - checked the well; want to check every 2 weeks; and a sample

from Pauline's house

- Alarm Company has repaired the alarm and it has been repaired.
- The boiler is not working properly; Al and Pauline are working on it.
- Plumbing - a few plugged toilets, plugged sink and broken toilet handle.
- Sensor light at the sit ski cage not working - light had been switch off in the roof
- New telephone for safety line almost ready to go
- Rec Sites and Trails volunteer hours submitted.
- Mock rescue training w/ safety hosts happening over next 2 weeks

6. Programs Coordinator – Jana Muller

- Jack Rabbits - will get report card at end of season; outlining skills completed
- School program starts January 8th
- Hosts have their criminal record checks completed.
- Comments are coming on social media accounts; but someone needs to

monitor; or we need to turn it off. Decision to turn it off.

6. Tracksetter - Bill

- The Bison had a track separation shortly after it went into use. It was determined that the tracks were not put together correctly and caused the issue. The replacement tracks will be covered by warranty.

- Training is still ongoing with 2 people working in the Prinoth Bison.

- Prinoth Trainer is coming Thursday, Jan. 9th at 2PM and Friday, Jan. 10th at 8AM of this week. The PB will be out on the trails for several hours during the daytime.

- 150 hour maintenance is planned in the next 2 weeks.

- The Bison's electronics are jamming the garage door opener for the Bunker and jamming the InReach signal. Rancho Vignola will sponsor up to \$1200 annually towards Nordic Pulse with recognition. John's Ski Shack also interested in sponsoring.

- Bill would like to install a touch monitor inside the Chalet with Nordic Pulse and and second monitor with notices.

MOTION: Bill can spend up to \$1500 on used monitors for Nordic Pulse and chalet. Bill. 2nd. Laura. Unanimously approved.

7. Tech – Bill - see above.

- Getting wifi to bunker; a computer was installed to allow remote access the Chalet.
- We have 10 Microsoft Office premium business seats which our emails will move to
- New storage for backup of LHNS files in place
- Weather station and webcam - had an issue over the holidays. The cameras and weather station were working fine, the FTP site the data was uploading to was down.

8. SEC - Dave

- The Roller - according to Yellowstone - is crated and has been shipped - as of last Thursday.
- Bilbo's Bog and Jack Rabbit Lane, Plantation have had the holes filled. The snow needs to set up and Ginzus will go over them again on Thursday.

Next Executive Meeting – Tuesday, Feb. 4th at Laura's,
29 - 1581 20th Street @ 7:30pm.
General Meeting: February 11th, 2025

Adjourned: 9:20PM

LARCH HILLS NORDIC SOCIETY
Executive Meeting Tuesday January 7, 2025
7:30 PM,

Operations Manager Report

- Jana and I have been working together and came up with a plan for furniture configuration. We are trying to make a configuration that if both of us are on site we have work space and still allow for enough room when it is a race office. Is it okay to find someone to make the tops for the two cabinets and the desk?
 - E-news and Facebook posts have been going well with Jana and I sharing the tasks. Thanks to Kari Wilkinson for working with us to set up templates to keep our posts consistent and within the new branding.
- Christmas vacation was very busy. Lots of visitors and first time folks. We had greeting host 3 days – not much interest in volunteering for that.
- Many complaints about people walking on the trails. I tried referring to the etiquette signs, put messages on the trail report and the snowshoe report. Members were stopping and asking people not to walk on ski trails. Confrontations are happening on the trail again with S McPhee. I have had daily emails and phone calls from him. Suggesting that our grooming is awful and isn't worth the amount we charge our members. Latest requests to put additional signage on ski trails and snowshoe trails. I mentioned that we did not want to pollute the trails with too many signs and the response was "I am a member and I wasn't consulted about signage. Where does it say in the minutes of the AGM that members don't want more signs". Any suggestions?
- Accidents this week were abundant.
 - Thursday Jan 2, a Grandma went off the side of the service road and down into the gully. She was brought up by two gentlemen on her toboggan. Ambulance was called and follow up – no broken bones was kept overnight for observation.
 - Friday Jan 3, a skier fell on Woodlot Ramble and rescued with the snowmobile. Resulted in a broken humerus.
 - Sunday, Jan 4, a new skier fell on Larch Hills Road and walked in for first aid. Assessed, iced and sent her off for xrays. Update that she broke her wrist.
 - Sunday, Jan 4, a family tobogganing on the Beast – 8 year old went off the trail at the bottom and hit a tree. Extracted him from snow on backboard to chalet. Ambulance was called – sat in parking lot for almost an hour before it left. Talked to Dad today and son is doing well, no broken or fractured ribs.
- Cec's cabin has been very popular. Booked most nights during the holiday break and 8 nights in January and 5 in February.
- Shuswap Immigration, Cadets, Inclusive Group, and Okanagan College New Comers are booked in for activities and lunch in January. Unplug and Play is coming for a Family Snow shoe activities.
- We have had a local person who does baked goods, soups and sandwiches. Wanted to know if she could set up in the chalet. Not much details to report as she spoke with Pauline H. If we are interested, I can contact her and let her know what our parameters would be and if she would be in agreement with that. How much we would charge for use of kitchen, hours and days that would work for the club, etc.
- Are we going to participate in the Nordiq Canada Fundraiser this year? Opens later this month.

- Maintenance:
 - Interior Health came and checked the well head and did some testings. With staff turnover, it has been requested to supply water samples at least every 2nd week. They also want us to provide a sample from Pauline's trailer.
 - Telus ADT by Choice for our alarm came up and changed some batteries, adjusted the lower door panel and all is working well.
 - Al Hardy came up to check the boiler and heating. There was a sensor in the utility closet that was stuck and he fixed that which turned on the heat immediately. It has been good. Pauline has had a bit of trouble with the boiler – sticking two days in a row. Al is looking after it and has asked Pauline to spray cleaner in twice a week to try to avoid the creosote jamming the fan. I picked up a case of the cleaner from Lordco for her.
 - Few plugged toilets, a plugged sink and a broken toilet handle – all taken care of.
 - Remedied the sensor light at the back door by the sit ski cage

- The new telephone system for the Emergency response is still in progress. The account has been set up and I am still working on getting the number that has been active for the system transferred from Bill Grainger's account to LHNS. Should be up and running next week.

- To do:
 - Remit the # of volunteers and hours for 2024 to Rec, Sites and Trails BC.
 - Water test this week
 - Some mock rescue training over the next two weeks for Safety Hosts
 - Complete emergency one call system

Memo from Don Miller

Date: January 7, 2025

To: Executive Board

Cc:

RE: Treasurer's report

- Registration reported
 - Posted to November 30, 2024 \$ 87,320
 - December membership not posted (estimated) 26,115
 - Total \$ 113,435
- Trail fees
 - Posted to November 30, 2024 \$ 953
 - December trail fees 9,482
 - Total \$ 10,435
- Cash on Hand
 - Posted \$ 190,369
 - Nov membership rec'd in December 9,778
 - December membership not posted 26,115
 - GST refund expected 23,940
 - Total \$ 250,202
- GST
 - The auditor called this afternoon and stated that his "team leader" required additional information. I will receive a letter next week listing the additional information. I don't believe there will be any insurmountable problem, but I am dealing with CRA.
- Financial statements
 - I have dropped the ball in approving the BDO statements. I will finish the review of the drafts this week and contact BDO accordingly.
- Insurance
 - When I received the final insurance documents and reviewed the equipment coverage, I noted some discrepancies. With Mr. Millard's assistance I have what I believe is a correct listing. I do not expect any premium changes but will ask for a reduction anyway.
- Line of Credit
 - The \$ 100,000 LOC that was arranged to provide bridge financing for the Covid grant is up for renewal. The LOC was secured by the old PB and if renewed the security would be transferred to the Bison.
 - The loan has never been used.
 - DO WE WISH TO RENEW THE LOAN?