LARCH HILLS NORDIC SOCIETY
Executive Meeting
Tuesday June 2nd, 2026 **7:00pm**
Cam's Office – Forsite – 330 42nd St SW

1. Agenda - Additions

2. Minutes of last executive meeting – May 11, 2026

3. Business arising/outstanding issues:

4. Treasurer update – Brian

5. Grant proposal submission update – Brian

6. Manager Update – Karen

7. HR Committee report – Abbi/Cam

8. Strategic Plan – Year 1 Plan – Stabilize and Clarify (see attached LHNS SP document)
    1. Fee proposals for this season – Chalet rentals fees
    2. Committees – what, who, terms of reference
    3. Website rebuild – Kari
    4. Policies and Sponsorships
    5. Caretaker succession planning
    6. Volunteer recruitment and recognition

Events
1. Song sparrow Paralympic event June 20
2. Dancing with the Shuswap Stars

Additions

Next Executive Meeting –

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Executive Meeting
Tuesday June 2nd, 2026 **7:00pm**
Cam's Office – Forsite – 330 42nd St SW
Abbi May, Cam Brown, David Millard, Karen Tanchak, Laura Hepburn, Alan Corbett, Kate Ritchie, Brian Majoribanks, Kari Wilkinson
Regrets: Suzy Beckner, Pauline Waelti, Bill Prytula

1. **Agenda** – Additions- approved

2. **Minutes of last executive meeting** – May 11, 2026. Needs additional information regarding fees as per Alan's notes. Kari will add and resend. -approved with the addition.

3. **Business arising/outstanding iss**ues: Nil

4. **Treasurer update** – Brian
   Don will finish submitting GST.
   Brian is working on the plan for pay role
   Draft financials to go to BDO after approval.
   Brian has started adding ski team into QBO and when he has more information from Don he will include the clubs finances.

   Brian will send an email with instructions for document recognition for receipts/ reimbursement to the executive.

5. **Grant proposal submission update** – Brian
   The Gaming Grant was submitted. It is a strong application. They may request more information. Recipients will be informed in late August/ early September.

   Kari will apply for Shuswap Community Foundation grant. Deadline is in July.

6. **Manager Update** – Karen.
   See attached report.
   Karen clarified Pauline's concern about logs being sold to Gorman with George. There are logs from LH (not donated by Mike) that he is trying to sell to Gorman's for us, possibly in exchange for firewood.

7. **HR Committee report** – Abbi/Cam
   Glenn will continue being head coach. Contact renewed. A separate meeting was held with the executive re HR.

8. **Strategic Plan – Year 1 Plan** – Stabilize and Clarify (see attached LHNS SP document)

   1. Fee proposals for this season were agreed on in May. Rec sites and trails to approve, then the new fees will be posted.

      Fees for the Chalet will be increased.

   Weddings:
   - $750/ $1000 for members/non-members.
   - Extra overnight cost if they choose to return to do cleaning in the morning or stay overnight.
   - They need event insurance and liquor license.
   - Optional cleaning fee of $500.
   - $1000 damage deposit.

   Half day rate for members only for up to 4 hours (excluding weddings):
   - $500.

   2. Committees – what, who, terms of reference
      - Events, -Kari
      - Race organizing- Alan
      - Safety/ Safety host -Karen
      - LUTC- Cam
      - Facilities- New hut -Abbi, Caretaker replacement- Laura, Firewood- Pauline, IT-Bill
      - Programs - Ski playground- Kate
      - Parent committee (Race team)-Brian
      - Grooming/Tracksetting committee – SEC -Dave
      - HR- Suzy
      - Sponsorships -Alan and Kari. Gold/silver/bronze- system
      - Volunteer recruitment -Kate

Karen will send out samples of the terms of reference and then the heads will work on writing them up for each committee. Leads will check in by July 15th. Brian will set up Share point for sharing the documents rather than email.

3. Website rebuild – Kari
   Karen will check with Jonathon regarding the current annual fee for the host of the website and to see who has control of the domain.
   Kari will send a proposal for a new website. Karen will price check with other website designers.

4. Policies and Sponsorships (see above-Alan and Kari will work together on a plan)
5. Caretaker succession planning- Laura and Dave W. are on the committee so far. The first step will be to communicate with Pauline regarding her plans.
6. Volunteer recruitment and recognition- Kate is going to start this process by documenting our needs. We also discussed integration into the new website.

9. LUTP

John would like to improve the bottom of the Beast and improve the corner from the stadium to Metford. He will bring a proposal to the committee.

Link Trail- the committee will try to move forward.
Umbrella trees are being removed by Tolko
Dead trees will be removed by Rap attack crews on the lighted trails.
The committee will work on plans for the brushing/ Summer work.

<u>Additions</u>

- Ski playground is in early stages of planning. They would like to make some features on the edges of the stadium. They will send emails to the executive over the summer in order to get started prior to the snow.

- New outhouse- Kari suggested moving it to replace the one at the bottom of Ermine Frolic loop where the back wall is missing.

- **<u>Events</u>**
  1. **Song sparrow Paralympic event** June 20th 7 pm. Entrance by donation. Kari will work on postcards for athletes to sign, There will be a Mocktail bar, Glitter station, Videos, and Interviews.
  2**. Dancing with the Shuswap Star**s. Larch Hills dance team includes Kari, Kate, Val, Barb, Madeleine and Etoile.

Next Executive Meeting – September 8, 7pm at Forsite.
AGM Oct 17, 2026 1pm with trail building (pending Suzy's approval)

Adjourned

LARCH HILLS NORDIC SOCIETY
Executive Meeting Monday, June 2, 2026
7:00 PM,

Operations Manager Report

- On site
  - Land Use and Trail Planning committee met in the chalet May 14
  - Pauline and I installed the No Motorized Vehicles in the Stadium signs
  - I met Dave Major to collect the sound system, garbage bins, signs and flagging that he borrowed for the Salty Dog.

- Pauline has a question about fire wood that Mike donated to the club from his logging venture. George is arranging to pick that up and replace it with wood from Does anyone know what this is about. She is quite concerned that no one had kept her in the loop. She needs to know so that if someone drives up and starts loading logs from the wood pile, she would be very concerned. She would like to know why and clarify if Mike (landowner) knows that this is happening.

- Did some scouting on facility rentals. Busy time of year, so both Song Sparrow Hall and The Little Mountain Field House has not gotten back to me. Interesting that a wedding venue package is priced at $24,500. Contacted 2 hotels that advertise for small wedding room with catering and both are not booking any for 2026. I can continue to research if needed. Table below:

Little Mountain Field House	Waiting for a call back				
Song Sparrow Hall	Waiting for a call back				
Elks Hall	All day rental			$275	
	Kitchen	stove, fridge		$190	$465
	Table Cloths	7 each			
	Drinks	$5.25 each - cannot supply your own alcohol			
Grandview Bench Hall	All day rental			$150	
	Kitchen	1 stove, 2 fridges, dishes for 80 but no dishwasher		$90	
					$240
Seniors 50 Plus Hall	6 hours		$350	1050	
Auditorium	Kitchen			$200	
	Coffee Urn, etc			$100	$1,350

Upcoming:

- Next Wedding is booked for June 28.